

BOARD OF TRUSTEES REGULAR MEETING

Cessna Learning Center
CLC 104 (West Classroom)
January 14, 2016 - 6:00 P.M.

MINUTES

Members Present

Jana Shaver
Val DeFever
Jay Jones
Norman Chambers
Sam Forrer

Others Present

Daniel Barwick, President
Keli Tuschman, Human Resources Coordinator
Taylor Crawshaw, Associate Dean for Academic Support Services
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions
Beverly Harris, Executive Assistant/Board Clerk
Ben Seel, Political Science Instructor
Mary Jo Dancer, Marketing Coordinator/Inge Festival General Manager

Guests

Kassie Sanderson, Reporter

I. ROUTINE

- A. Call to Order – Jana Shaver called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Jana Shaver informed the group of an amendment to the agenda for inclusion of item “H. Upward Bound Trip” under Institutional Operations. Norman Chambers moved to approve the amended agenda. Jay Jones seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance – Sam Forrer led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Jana Shaver welcomed the guests and referenced the options available for public participation.
- E. Mission Statement – Jay Jones read the College Mission Statement.
- F. Vision Statement – Jay Jones read the College Vision Statement.
- G. Approval of December 10, 2015 Meeting Minutes – Val DeFever moved to approve the December 10, 2015 meetings minutes. Jay Jones seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. Employee Handbook Sexual Misconduct Policy – Dr. Barwick informed the Trustees that the first two paragraphs of the document included in the Board agenda packets was the proposed section for the first reading of the Board Policy. Tammie Geldenhuys shared that requirements of the Clery Act necessitate the Board’s adoption of a Sexual Misconduct Policy. Following discussion, the proposed two paragraphs will be revised for presentation during the February meeting as the first reading of a Board Sexual Misconduct Policy.
- B. Academic Support – Taylor Crawshaw provided an overview of the Academic Support area; informational data and goals for Advising, the Tutoring Center, Library, Student Support Services, and Upward Bound were shared.
- C. Task Force/Board of Trustees Policy Manual – In Cynthia Sherwood’s absence, Sam Forrer addressed the Board of Trustees regarding the work conducted by the Governance Policy Review Task Force. Mr. Forrer answered questions, inquired about satisfaction with the direction taken, and requested further direction toward the goal of presenting new and/or revised governance policies. Following discussion of various aspects of the presentation, the policy review committee was directed to collaborate with Dr. Barwick, Keli Tuschman, and other College staff regarding the historical information and Kansas Statutes incorporated in development of the existing Board Policy Manual.

- D. Payment/Wray Roofing – Jay Jones moved to approve payment to Wray Roofing in the amount of \$280,309.81 for roofing materials associated with completion of hail damage repair to all buildings on the ICC main campus. Val DeFever seconded the motion and the motion carried 5-0.
- E. Board Chair Report – Jana Shaver consulted the Board of Trustees for scheduling various meetings. A special work session for continuance of Board Retreat initiatives was planned for Thursday, January 28, 2016; prior to commencement of the work session, the Trustees will proceed through the Great Western Dining Services cafeteria line at 5:15 p.m. Due to a conflict with the annual Phi Theta Kappa Honor’s Luncheon, the regular meeting for February was moved to Tuesday, February 9, 2016 at 6:00 p.m. in the Cessna Learning Center west classroom (CLC 104). Additional scheduling conflicts also required a date change for the regular March meeting; the meeting will take place at 6:00 p.m. in the Cessna Learning Center west classroom (CLC 104) on Wednesday, March 9, 2016.
- F. Allow Payables – Norman Chambers moved to allow payables. Jay Jones seconded the motion and the motion carried 5-0.
- G. President’s Report – Dr. Barwick recognized Mercy Hospital for their very significant gift of repurposed kitchen equipment in support of our Culinary Arts Program; suggestions on how to commemorate the gift, as well as the estimated dollar amount, will be provided during the February 9, 2016 Board of Trustees meeting. Dr. Barwick also acknowledged the ICC maintenance staff and baseball team members for the incredible amount of effort expended in moving the donated equipment within the short timeframe allowed. Dr. Barwick reported a \$10,000 gift to the Fab Lab, and will share the donor’s identity at a later date. The group was informed that an anonymous donor has dedicated \$100,000 toward building a weight room on campus; this funding will combine with several additional gifts for incorporation of a weight room within existing facilities or construction of a small additional building. Dr. Barwick also shared that a grant was received from the Delmas Foundation in the amount of \$7,900 for assistance with preservation of the Inge Collection. An inquiry was made regarding the current balance owed on the ICC West facility, as well as the Vet Tech loan balance; the information will be provided during the next Board of Trustees meeting. Dr. Barwick thanked Jim Correll, Tim Haynes, Tammie Geldenhuys and the Admissions staff, and everyone else who assisted with hosting the Leadership Independence Class. It was noted that fundraising for the Music Program’s cruise trip has been successful, and shared that alumni Allen Wicker matched other gifts received toward the trip. The Trustees were invited to the Chamber of Commerce Annual Meeting and Dinner; those interested in sitting at the ICC Corporate Table should notify Beverly Harris. Tammie Geldenhuys updated the group on the Cheer Team’s participation in the National Competition being held in Florida.
- H. Upward Bound Trip – Sam Forrer moved to approve payment to Gerber Tours in the amount of \$26,658 for the federally-funded Upward Bound Trio Program’s summer trip to Chicago. Norman Chambers seconded the motion and the motion carried 5-0.

III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which include receipt of the Financial, Grant Progress, and Personnel Reports. The Personnel Report included employment of: Gayle Chapman in the position of Administrative Assistant to Upward Bound at an hourly rate of \$12.50 plus College support toward employee participation in ICC’s group health insurance plan; Jennifer Winn in the position of Student Support Services Engagement Specialist at an annualized salary of \$33,000 plus College support toward employee participation in ICC’s group health insurance plan; Jason Brown in the position of Head Football Coach at an annualized salary of \$65,000 plus College support toward employee participation in ICC’s group health insurance plan; and Jason Martin in the position of Assistant Football Coach at an annualized salary of \$36,000 plus College support toward employee participation in ICC’s group health insurance plan. The Personnel Report also included the resignations of: Steve Day, Casey Carlo, and Matt Lott from the Assistant Football Coach positions; and, Larry Bale from the position of Math Instructor. The Consent Agenda also included approval of the CIP Code change proposed by the Department of Education for the Long Term Care Certificate to allow students’ continued use of financial aid for the program. Payment to Countryside Glass in the amount of \$31,193 for fireproof doors and their installation in the Library and Bookstore was an additional item in the Consent Agenda. Val DeFever seconded the motion and the motion carried 5-0.

- IV. EXECUTIVE SESSION – Norman Chambers moved to go into Executive Session for thirty minutes following a five-minute break, and to include Dr. Barwick and Keli Tuschman for the discussion of 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. Jana Shaver stated that no action would be taken following Executive Session. The Board entered Executive Session at 8:05 p.m. The Board returned to Open Session at 8:35 p.m. Norman Chambers moved to go into Executive Session for an additional thirty minutes, to include Dr. Barwick and Keli Tuschman, for the discussion of 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 8:35 p.m. The Board returned to Open Session at 9:05 p.m. Norman Chambers moved to go into Executive Session for an additional thirty minutes, to include Dr. Barwick and Keli Tuschman, for the discussion of 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 9:05 p.m. The Board returned to Open Session at 9:35 p.m. Norman Chambers moved to go into Executive Session for an additional thirty minutes, to include Dr. Barwick and Keli Tuschman, for the discussion of 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 9:35 p.m. The Board returned to Open Session at 10:05 p.m.
- V. EXECUTIVE SESSION – Jay Jones moved to go into Executive Session for fifteen minutes, to include Dr. Barwick 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 5-0. The Board entered Executive Session at 10:05 p.m. The Board returned to Open Session at 10:20 p.m.
- VI. ADJOURN – Norman Chambers moved that the meeting adjourn. Jay Jones seconded the motion and the motion carried 5-0. The meeting adjourned at 10:20 p.m.

Beverly Harris
Board Clerk

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