

**BOARD OF TRUSTEES REGULAR MEETING**  
**Cessna Learning Center**  
**CLC 104 (West Classroom)**  
**February 9, 2016 - 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  
Kara Wheeler, Associate Dean of On-line and Continuing Education  
Taylor Crawshaw, Associate Dean for Academic Support Services  
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions  
Eric Montgomery, Chief Information Officer  
Brad Henderson, Director of Marketing/Instructor  
Beverly Harris, Executive Assistant/Board Clerk  
Lavon Kent, Head Cheer and Dance Coach  
Hilary Cook, Assistant Cheer and Dance Coach  
Mallory Byrd, Allied Health Director  
Sue Manning, EMS Education Director  
Ann Dutton, Vet Tech Program Director/Instructor  
Shelly Salmon, Cosmetology Salon Manager

**Guests**

Jeff Chubb, College Legal Counsel  
Amanda Williams, Reporter  
Shane Burchett, Cheer and Dance  
Deja Wilson, Cheer and Dance  
Molly Hullinger, Cheer and Dance

**I. ROUTINE**

- A. Call to Order – Jana Shaver called the meeting to order at 6:00 p.m.
- B. Approval of Amended Agenda –Sam Forrer moved to approve the amended agenda as distributed. Val DeFever seconded the motion and the motion carried 6-0.
- C. Recognize Cheer and Dance Students – Dr. Barwick introduced Lavon Kent, Head Cheer and Dance Coach. Lavon introduced three members of the team who went to the UCA College Nationals in Orlando, Florida. After viewing the Team’s video application for the Nationals and a video of practice sessions and experiences in Orlando, the Board applauded the Cheer and Dance Team for their fifth place win in the National Competition.

- D. Pledge of Allegiance – The Cheer and Dance students led the group in recitation of the Pledge of Allegiance.
- E. Welcome Guests – Jana Shaver welcomed the guests.
- F. Mission Statement – Norman Chambers read the College Mission Statement.
- G. Vision Statement – Norman Chambers read the College Vision Statement.
- H. Approval of January 14, 2015 Meeting Minutes – Norman Chamber moved to approve the January 14, 2015 meeting minutes. Val DeFever seconded the motion and the motion carried 5-0-1. Cynthia Sherwood abstained, as she was not present during that meeting.

#### INSTITUTIONAL OPERATIONS

- A. Technical Programs - Kara Wheeler provided an overview of technical programs housed at ICC West, introduced the respective Program Directors, and shared the outside accreditations required for providing instruction in each area.
- V. EXECUTIVE SESSION – Sam Forrer moved to go into Executive Session for fifteen minutes, to include Dr. Barwick, Jeff Chubb, Wendy Isle, and Tammie Geldenhuys, for consultation with the College attorney which would be deemed privileged in the attorney-client relationship. Jay Jones seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:00 p.m. the Board returned to Open Session at 7:15 p.m. Norman Chambers moved to go into Executive Session for an additional fifteen minutes, to include Dr. Barwick, Jeff Chubb, Wendy Isle, and Tammie Geldenhuys, for consultation with the College attorney which would be deemed privileged in the attorney-client relationship. Jay Jones seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:16 p.m. the Board returned to Open Session at 7:31 p.m.

#### II. INSTITUTIONAL OPERATIONS (Continued)

- B. Sexual Misconduct Policy - Jana Shaver read the first reading of the proposed Sexual Misconduct Policy. Following group discussion, the second reading of the Sexual Misconduct Policy, with an additional ending reference statement, will be read for approval during the March 9, 2016 Board meeting.
- C. Bluffstone – Mary Bailey provided an overview of the Bluffstone Villas and distributed a calendar of events, as well as, advertising material.
- D. Board Chair Report - Jana Shaver thanked the Board for the work accomplished during the special Board Work Session and distributed copies of the approved Board Goals. Chair Shaver asked the Trustees to select three areas of the “Board Roles and Responsibilities” for focus as the Board of Trustees move forward.
- E. Allow Payables – Norman Chambers moved to allow payables. Jay Jones seconded the motion and the motion carried 6-0. Trustee Jones inquired about the additional tax revenue received due to Enbridge. Wendy Isle will calculate the portion of additional tax revenue received in January, and the remaining distribution to be received at a later date. Ms. Isle will place these funds in a separate account and provide a revenue report.
- F. President’s Report - Daniel Barwick shared information about: a \$10,000 donation to the Fab Lab from Corey and Lisa Hugo, and the approximate \$200,000 gift from Mercy Hospital of kitchen equipment for ICC’s Culinary Program. Dr. Barwick noted that Cabinet members are on track with creation of Operational Plans and the group is taking steps to address negative findings in the Systems Portfolio Feedback

Report. The Trustees were also reminded of the April 29<sup>th</sup> TEDxICC event at Memorial Hall.

- III. CONSENT AGENDA – Val DeFever moved to approve the Consent Agenda which included receipt of the Financial, Grant Progress, and Personnel Reports. The Personnel Report included employment terminations of Amanda Jones from the position of Financial Aid Specialist, and Shelly Salmon from the position of Cosmetology Salon Manager and Instructor. The Consent Agenda also included payment in the amount of \$11,018.38 to Sandbagger Golf & Turf for a Hustler Lawnmower. Cynthia Sherwood seconded the motion and the motion carried 6-0.
  
- IV. EXECUTIVE SESSION – Jana Shaver moved to go into Executive Session for thirty 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. Jay Jones seconded the motion and the motion carried 6-0. Jana Shaver informed the group that no action would be taken following Executive Session. The Board entered Executive Session at 8:55 p.m. The Board returned to Open Session at 9:25 p.m. Norman Chambers moved to go into Executive Session for an additional thirty 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. Jay Jones seconded the motion and the motion carried 6-0. The Board entered Executive Session at 9:25 p.m. The Board returned to Open Session at 9:55 p.m. Norman Chambers moved to go into Executive Session for an additional ten 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 6-0. The Board entered Executive Session at 9:55 p.m. The Board returned to Open Session at 10:05 p.m.
  
- VI. ADJOURN - Norman Chambers moved that the meeting adjourn. Jay Jones seconded the motion and the motion carried 6-0. The meeting adjourned at 10:05 p.m.

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Beverly Harris  
Board Clerk

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