

BOARD OF TRUSTEES REGULAR MEETING  
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.  
August 11, 2016

MINUTES

**Members Present**

Val DeFever  
Norman Chambers  
Jana Shaver  
Cynthia Sherwood

**Others Present**

Daniel Barwick, President  
Keli Tuschman, Human Resources Coordinator  
Wendy Isle, Chief Financial Officer  
Debbie Phelps, Director for Institutional Research  
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions  
Eric Montgomery, Chief Information Officer  
Brad Henderson, Director of Marketing  
Beverly Harris, Executive Assistant/Board Clerk  
John Eubanks, Business/Accounting Instructor  
Ben Seel, Political Science Instructor  
Stacia Kaylor, Upward Bound Director  
Cody Westerhold, Student Activities Director

**Guests**

Andy Taylor, Montgomery County Chronicle  
Steve McBride, Daily Reporter  
Terry Clark, Trustee Candidate  
Mike Wood, Trustee Candidate  
Wayne Stephany, Trustee Candidate  
Wayne Stephany, Trustee Candidate  
Beck Duke, Trustee Candidate  
Margaret Wood, Community Member

**I. ROUTINE**

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Jana Shaver moved to approve the amended agenda as distributed. Following discussion, Cynthia Sherwood seconded the motion and the motion carried 4-0.
- C. Welcome Guests – Val DeFever welcomed the guests and provided an overview of options for public opinion on items pertaining to the agenda.
- D. Pledge of Allegiance – Val DeFever led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Jana Shaver read the College Mission Statement.
- F. Vision Statement – Jana Shaver read the College Vision Statement.
- G. Approval of July 19, 2016 and July 27, 2016 Minutes – Norman Chambers moved to approve the July 19, 2016 meeting minutes. Jana Shaver seconded the motion and the motion carried 4-0. Norman Chambers moved to approve the July 27, 2016 meeting minutes. Cynthia Sherwood seconded the motion and the motion carried 4-0.

Upward Bound Program Director, Stacia Kaylor, presented on overview of the Harlem Ambassadors' fundraising event being hosted by Upward Bound on September 15, 2016.

**II. INSTITUTIONAL OPERATIONS**

- A. Public Hearing – The proposed 2016-2017 budget was published according to statutory requirements. Public hearing commenced for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments.

Community member, Andy Taylor, addressed the Board with concerns over increased property taxes. ICC Instructor, Ben Seel, spoke in favor of the mill levy increase and encouraged the Board of Trustees' approval of the published budget. Val DeFever provided additional background information on the 2016-2017 proposed budget.

- B. Approval of 2016-2017 Budget – Cynthia Sherwood moved to approve the 2016-2017 budget as published. Jana Shaver seconded the motion and the motion carried 4-0.
- C. Vacancy on the Board of Trustees – Val DeFever thanked the applicants for their interest in the open positions on the Board of Trustees, and shared that seven applications were received. Val DeFever shared that rankings took place to identify the top four candidates for subsequent interview during a special Board of Trustees meeting the following week. After reciting the rankings, those selected for interview were Terry Clark, Mike Wood, Ashley Newland, and Wayne Stephany.
- D. September 9-10, 2016 KACCT/COP Quarterly Meeting-Liberal, KS – Norman Chambers, Jana Shaver, and Daniel Barwick informed the Board Clerk they would attend.
- E. Allow Payables – Norman Chambers moved to approve payables. Cynthia Sherwood seconded the motion and the motion carried 4-0.
- F. Board Policies and Procedures – Val DeFever read the second proposal for deletion of repetitive Board Policies:
  - PSL-712 Sexual Harassment
  - PSL-712a Harassment
  - PSL-715 Nepotism
  - STU-801 Possession, Use, or Distribution of Weapons, Alcohol, or Illegal Drugs
  - STU-805 Harassment
  - STU-806 Concealed Carry

Norman Chambers moved to delete the repetitive policies as presented. Cynthia Sherwood seconded the motion and the motion carried 4-0.

- **First Reading of the Proposed Revision to Board Policy ACD-102.** Val DeFever read the first reading of the proposed revision to Board Policy ACD-102. The second reading will take place during the regularly scheduled meeting in September.

<b>CODE:</b>	<b>ACD 102</b>
<b>SUBJECT:</b>	<b>Tenure-track Faculty Employment</b>
<b>ADOPTED:</b>	<b>April 13, 1999</b>

**Regional accrediting standards are followed when considering individuals for faculty employment. Only individuals who hold, or shall earn within two semesters following employment, a Master's degree, which includes a minimum of 18 semester hours appropriate to the academic field graduate level credit hours in each discipline being taught, shall be considered for faculty employment. Contract non-renewal shall result if these credentials are not completed. Faculty under contract at the time of adoption of this policy shall not be affected.**

Following the second reading of proposed policy revisions, Norman Chambers moved for approval of the revisions. Cynthia Sherwood seconded the motion and the motion carried 4-0.

<b>CODE:</b>	<b>FIN - 403</b>
<b>SUBJECT:</b>	<b>Awards and Honors</b>
<b>ADOPTED:</b>	<b>July 13, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

Independence Community College may award honors, degrees, and opportunities to individuals who provide outstanding service to the College.

<b>CODE:</b>	<b>PSL – 706</b>
<b>SUBJECT:</b>	<b>Tuition, Fees, and Use of Books Benefit</b>
<b>ADOPTED:</b>	<b>February 16, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

All full-time employees, their spouse or life partner and their legal dependents may attend Independence Community College classes free of charge. Special fees associated with coursework will be the responsibility of the enrollee.

<b>CODE:</b>	<b>PSL – 708</b>
<b>SUBJECT:</b>	<b>Medical Insurance</b>
<b>ADOPTED:</b>	<b>February 16, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

All full time employees are provided some support for individual health insurance as part of their employment. Final approval of insurance benefits lies with the Board of Trustees.

<b>CODE:</b>	<b>PSL – 710</b>
<b>SUBJECT:</b>	<b>Personnel Evaluation/Performance Review</b>
<b>ADOPTED:</b>	<b>February 16, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

The President of Independence Community College assures evaluation and/or performance review for all non-faculty personnel at least once a year. Faculty members will be evaluated according to the schedule in the Faculty Negotiated Agreement.

<b>CODE:</b>	<b>PSL – 714</b>
<b>SUBJECT:</b>	<b>Possession, Use, or Distribution of Weapons, Alcohol, or Illegal Drugs</b>
<b>ADOPTED:</b>	<b>February 16, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

Independence Community College does not permit possession, use, or distribution of weapons, alcohol, or illegal drugs anywhere on property owned or leased by the College, except as permitted by PSL-716. The use of tobacco and vapor products or incense shall not be permitted in any campus buildings. The Board reserves the right to exempt certain provisions of this policy and grants the President of the College the authority to make exemptions for specific functions held in campus facilities.

<b>CODE:</b>	<b>STU-802</b>
<b>SUBJECT:</b>	<b>Student Conduct Code</b>
<b>ADOPTED:</b>	<b>August 11, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

Independence Community College students shall maintain behavior and demeanor that does not disrupt the educational process or College activity on campus or in classrooms. Students engaging in disruptive behavior shall be disciplined through the process established by the college.

<b>CODE:</b>	<b>STU - 804</b>
<b>SUBJECT:</b>	<b>Student Grievance</b>
<b>ADOPTED:</b>	<b>August 11, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

Students shall be responsible for their own academic success. The Student Grievance Procedure shall resolve any conflict.

<b>CODE:</b>	<b>TRU – 903</b>
<b>SUBJECT:</b>	<b>Board Meetings</b>
<b>ADOPTED:</b>	<b>January 12, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

The regular meeting of the Board of Trustees will be set monthly, consistent with Kansas Statutes. Any legal meeting of the Board may be adjourned to a specific time and/or place.

<b>CODE:</b>	<b>TRU – 909</b>
<b>SUBJECT:</b>	<b>Complaint Process</b>
<b>ADOPTED:</b>	<b>January 12, 1999</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

The Board shall assure that a due process procedure for resolving complaints within the college is established. Complaints received by the Board will be referred to the appropriate administrative office for resolution with an outcome report provided to the Board within 60 days.

<b>CODE:</b>	<b>TRU – 915</b>
<b>SUBJECT:</b>	<b>Harassment</b>
<b>ADOPTED:</b>	<b>May 12, 2009</b>
<b>REVISED:</b>	<b>August 11, 2016</b>

Harassment of anyone, or by anyone, associated with Independence Community College is prohibited.

This policy applies to members of the Board of Trustees, all students, administrators, staff, faculty, visitors, guests, vendors, and volunteers of the College while on campus or in any way associated with the College off campus. The College will, to the best it is able, take steps to ensure the elimination of any form of harassment through (depending upon the nature of the claim) disciplinary actions, sanctions or referral to law enforcement for prosecution.

Harassment can be generally defined as consistent, persistent or unwelcome behaviors, comments (written or spoken) or physical contact that in any way promotes an environment of violence, hostility, degradation, exploitation, intimidation, or fear.

The types of harassment prohibited include, but are not limited to: bullying, sexual harassment, racial harassment, age based harassment, country of origin harassment, belief based harassment, Veteran status based harassment, hazing, stalking, mobbing, and abuse.

G. President's Update – Dan Barwick shared enrollment numbers with the group and noted that headcount was up 15.1% and the full-time enrollment number was up 6.9% when compared to the same time period last year. Dr. Barwick also noted that by holding a grade point average (gpa) of 2.91, ICC football players were the top-ranked among the state of Kansas community college football players. Trustee Sherwood inquired about the gpa associated with ICC's other athletic teams; Dr. Barwick could not readily access that information and responded that he would send the Trustees that information via e-mail at a later time. Tammy Geldenhuys responded to an inquiry about dorm occupancy that the dorms were full and a wait list had been established. Dr. Barwick noted the transition to Power Campus was running smoothly and recognized all employees for efforts connected with the transition; special recognition was given Eric Montgomery and Wendy Isle for their major roles in the conversion. Dr. Barwick ended his update by thanking ICC faculty members for training sessions and efforts expended toward a successful In-Service. An inquiry was made about progress on the Weight Room; Tammie Geldenhuys provided an update and shared hopes to open the Weight Room in two-to-three weeks. It was also noted that Villas staff bush hogged the backside of the residence hall property and were waiting on cooler weather for additional landscaping improvements.

III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included receipt of the Financial, Personnel, and Grant Progress Reports. The Personnel Report included employment of Jay Jones in the position of Assistant Athletic Trainer at an annualized salary of \$36,720 plus College support toward employee participation in ICC's group health insurance plan. Also included in the Personnel Report were employment separations of: Eva Harkness from the position of Early Childhood Instructor; Kevin O'Neill from the position of Engineering Technology Instructor; and, Leah Small from the position of Allied Health Instructor. Cynthia Sherwood seconded the motion and the motion carried 4-0.

- IV. EXECUTIVE SESSION – Norman Chambers moved the Board enter Executive Session for ten minutes, to include Dan Barwick and Keli Tuschman, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Cynthia Sherwood seconded the motion and the motion carried 4-0.

Val DeFever informed the group that no action would be taken following Executive Session.

The Board entered Executive Session at 7:05 p.m. The Board returned to Open Session at 7:15 p.m. Norman Chambers moved the Board enter Executive Session for an additional ten minutes, to include Dan Barwick and Keli Tuschman, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Cynthia Sherwood seconded the motion and the motion carried 4-0. The Board entered Executive Session at 7:15 p.m. The Board returned to Open Session at 7:25 p.m.

- V. EXECUTIVE SESSION – Jana Shaver moved the Board enter Executive Session, to include Daniel Barwick, for ten minutes for the purpose of discussing negotiations to protect the district’s right to confidentiality of its negotiating position and the public interest. Norman Chambers seconded the motion and the motion carried 4-0. The Board entered Executive Session at 7:25 p.m. The Board returned to Open Session at 7:35 p.m.
- VI. ADJOURN – Norman Chambers moved that the meeting adjourn. Cynthia Sherwood seconded the motion and the motion carried 4-0. The meeting adjourned at 7:35 p.m.

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Beverly Harris  
Board Clerk

Independence Community College is committed to a policy of nondiscrimination on the basis of race, sex, national origin, religion, age, and handicap in admissions, educational programs or activities, and employment, all as required by applicable laws and regulations under the Title VI Civil Rights Act of 1964, Title IX regulations of 1972, Section 5 of the Social Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990.