

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
July 19, 2016

AGENDA

I. ROUTINE

- A. Call to Order
- B. Approval of Agenda Action
- C. Welcome Guests
- D. Pledge of Allegiance
- E. Mission Statement – Independence Community College serves the best interests of students and the community by providing academic excellence while promoting cultural enrichment and economic development.
- F. Vision Statement – To be a community college that provides an exceptional educational experience by cultivating intellect, encouraging creativity and enhancing character in a student and community centered environment.
- G. Approval of June 21, 2016 Minutes Action Section 1

II. INSTITUTIONAL OPERATIONS

- A. Annual Board of Trustees Elections and Appointments Action
 - Nominate and Elect Board Chair
 - Nominate and Elect Board Vice-Chair
 - New Chair Appoints Audit Committee
 - New Chair Appoints Kansas Association of Community College Trustees Representative
- B. Designate Official Newspaper for 2016-2017
- C. Designate College Legal Counsel for 2016-2017
- D. Identify Date and Time for 2016-2017 Monthly Board Meetings
- E. Process For Filling Vacancy on the Board of Trustees – New Board Chair Report Section 2
- F. 2016-2017 Revised Tuition and Fees Schedule Action Section 3
- G. 2016-2017 Budget Proposal – Dan Barwick Presentation Section 4
- H. Approve 2016-2017 Budget for Publication Action
- I. Allow Payables Action Section 5
- J. Board Policy and Procedures – Cynthia Sherwood Presentation Section 6
 - Incorporate Recommended Procedure Revisions With Board Policies Action
 - First 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
 - First Reading of Proposed Revision to Board Policy ACD-102

CODE:	ACD 102
SUBJECT:	Tenure-track Faculty Employment
ADOPTED:	April 13, 1999

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.

- First Reading of Proposed Revision to Board Policy FIN-403

CODE:	FIN - 403
SUBJECT:	College Community Service Awards and Honors
ADOPTED:	July 13, 1999

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

- First Reading of Proposed Revision to Board Policy PSL-706

CODE:	PSL – 706
SUBJECT:	Tuition, and Fees, and Use of Books Benefit
ADOPTED:	February 16, 1999
REVISED:	June 9, 2009

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

- First Reading of Proposed Revision to Board Policy PSL-708

CODE:	PSL – 708
SUBJECT:	Hospitalization and Medical Insurance
ADOPTED:	February 16, 1999

All full time employees are provided some support for individual health insurance as part of their employment. The company selected to provide coverage for hospitalization/medical insurance shall be recommended by the faculty, classified staff, and administrators. Final approval of insurance benefits lies with the Board of Trustees.

- First Reading of Proposed Revision to Board Policy PSL-710

CODE:	PSL – 710
SUBJECT:	Personnel Evaluation/Performance Review
ADOPTED:	February 16, 1999
REVISED:	March 11, 2010

The President of Independence Community College shall assures annual 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.

- First Reading of Proposed Revision to Board Policy PSL-714

CODE:	PSL – 714
SUBJECT:	Possession, Use, or Distribution of Weapons, Alcohol, Tobacco, or Illegal Drugs
ADOPTED:	February 16, 1999
REVISED:	July 18, 2013

Independence Community College does not permit possession, use, or distribution of weapons, alcohol, tobacco, or illegal drugs anywhere on property owned or leased by the College, except as permitted by PSL-716. The use of tobacco 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.

- First Reading of Proposed Revision to Board Policy STU-802

CODE:	STU-802
SUBJECT:	Student Conduct Code
ADOPTED:	August 11, 1999

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.

- First Reading of Proposed Revision to Board Policy STU-804

CODE:	STU - 804
SUBJECT:	Student Responsibility Grievance
ADOPTED:	August 11, 1999
REVISED:	October 14, 2003

Students shall be responsible for their own academic success within the framework of the Student Conduct Code (STU-802). The Student Grievance Procedure shall resolve any conflict.

- First Reading of Proposed Revision to Board Policy TRU-903

CODE:	TRU – 903
SUBJECT:	Board Agenda Meetings
ADOPTED:	January 12, 1999

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. Only items on the agenda of the legal meeting adjourned may be acted upon at the rescheduled meeting.

- First Reading of Proposed Revision to Board Policy TRU-909

CODE:	TRU – 909
SUBJECT:	Due Complaint Process
ADOPTED:	January 12, 1999
REVISED:	April 14, 2016

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.

- First Reading of Proposed Revision to Board Policy TRU-915

CODE:	TRU – 915
SUBJECT:	Harassment
ADOPTED:	May 12, 2009

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.

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| K. President's Update – Dan Barwick | Report | Section 7 |
| • College Update | | |
| • Operational Plan Quarterly Report Overview | | |
| III. CONSENT AGENDA | Action | |
| A. Financial Report (acknowledge receipt) | | |
| B. Personnel Report (acknowledge receipt) | | Section 8 |
| C. Grant Progress Report | | Section 9 |
| D. Board Chair Appoints the College President as the Board Secretary, Controller as the College Treasurer, and the Executive Assistant to the President as the Board Clerk for the Fiscal Year. | | |
| E. Kansas Association of Community College Trustees (KACCT) 2016-2017 Dues | | Section 10 |
| F. Athletic Related Approvals | | Section 11 |
| • Student Athletic Insurance Bid | | |
| • Cornerstone Fitness Fees | | |
| • DV Sport Software | | |
| G. Purchase FLNC's for the HVAC Units | | Section 12 |
| H. Backup and Disaster Recovery Software | | Section 13 |
| IV. EXECUTIVE SESSION – To discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. | | |
| V. EXECUTIVE SESSION – For consultation with the College attorney which would be deemed privileged in the attorney-client relationship. | | |
| VI. ADJOURN | Action | |

PUBLIC PARTICIPATION AT BOARD MEETING

Items on the Agenda

Members of the public wishing to appear before the Board concerning an item which is on the agenda must fill out one of the cards provided and present the card to the Board Clerk. There are three opportunities for public comment during regular meetings.

First, the public may comment on any item on the agenda during a period at the beginning of meetings, with a total comment period of ten minutes and individual comments limited to two minutes. This comment period may be extended by Board vote.

Second, prior to each Board vote, the public will be invited to speak directly to the issue being voted upon.

Third, any member of the public may make a lengthier presentation on agenda items, provided that a request for such a presentation is made in writing in advance of the meeting. Permission to make such presentations, and their length, is at the discretion of the Board Chair.

Information to the Audience

The Board members receive the complete agenda along with background material that they study individually before action is taken at the meeting. Any member of the Board may remove items from the consent agenda at the time of the meeting.

Examples of Motions for Executive Session

Remember that a motion to move into executive session needs to state the subject, provide justification, and state a time and place for return to open session

EXECUTIVE SESSION: Non-Elected Personnel

"Mr. Board Chair, I move that we go into executive session to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed and that we return to open session in this room at _____ p.m."

EXECUTIVE SESSION: Negotiations

"Mr. Board Chair, I move that we go into executive session for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiating position and the public interest, and that we return to open session in this room at _____ p.m."

EXECUTIVE SESSION: Preliminary Discussions Relating to the Acquisition of Real Property

"Mr. Board Chair, I move that we go into executive session for preliminary discussions relating to the acquisition of real property in order to protect the privacy interests of the individuals to be discussed and that we return to open session in this room at _____ p.m."