

MINUTES OF MEETING

IVY TECH STATE COLLEGE – WHITEWATER RICHMOND/CONNERSVILLE REGION 9 BOARD OF TRUSTEES

August 2, 2001

The August 2, 2001, Board of Trustees meeting was held at the Ivy Tech Instructional and Technology Center, 717 W 21st Street, Connersville. Board Chair Rebecca Gibson called the meeting to order at 4:00 p.m.

Trustees Roll Call

Present: Trustee Rebecca Gibson, Trustee Boyd Huff, Trustee Steven Slonaker, and Trustee David Stidham. Absent: Trustee Ellen Bennett, Trustee Kelvin Graham, and Trustee James Koons.

Also in attendance were State Trustee William Goins, Chancellor James Steck, Idris Bond, Kara Monroe, Diana Pappin, Sabrina Pennington, Becky Smith, Kim Thurlow, Steve Tinchler, Stella Davis, Daryl Smith (Connersville News Examiner), and Matt Rogers (WIFE Radio).

Chair Gibson welcomed new Board member Trustee Steven Slonaker. Trustee Slonaker will fill the position representing agriculture left vacant due to expired term of Trustee Starr.

Notice of Meeting

Formal notice of the meeting was verified.

Meeting Minutes

Chair Gibson called for action on minutes of the June 7, 2001, Board meeting. Trustee Huff made a motion to accept the minutes as mailed; Trustee Stidham seconded the motion and the motion carried unanimously.

Business Office Financial Reports

Chair Gibson called for approval of the Business Office Financial Reports. In the absence of Roger Bingham, Executive Director of Finance, Chancellor Steck and Becky Smith, Business Office Director, presented the reports and addressed questions from Board members. Trustee Stidham made a motion to approve the financial reports as presented to the Board; Trustee Huff seconded the motion and the motion carried unanimously.

Chairman's Report - Foundation Committee

Trustee Huff reported that an additional donation was received through the Union County Foundation from the Norman Johnson Family. The \$370,000 donation to the Johnson Scholarship Fund brings the total of their giving to the College to almost \$800,000.

Diana Pappin, Executive Director of Resource Development, distributed a copy of the Foundation guidelines established at central office regarding minimum dollars acceptable for naming opportunities of facilities, labs, offices, conference rooms, trees, patio, etc. for use during the major gift campaign. Trustee Stidham made a motion to accept the guidelines as presented, Trustee Slonaker seconded the motion and the motion carried unanimously.

Chancellor's Report

Chancellor Steck introduced the use of new Trustees' Handbooks and shared the vision on how the handbooks, along with the other identified resources, could be utilized as reference tools for the Trustees. Feedback was requested on additional materials needed by Trustees.

Chancellor Steck reported that the building project was approximately 8 percent over budget. Steps are being taken to bring the project back into scope with regard to budget.

Chancellor Steck shared a memo from Robert Holmes, Vice President for Finance, expressing concerns on the fiscal state of Indiana; and that the Governor has already asked for some reductions. Colleges and Universities have not been asked, as of yet, to identify reductions.

Idris Bond, Division Chair of Health Services and Public Services, reported on Nursing Pass Rates. Division Chair Bond distributed a chart on State Nursing exam results for graduates of both the LPN and ASN programs that illustrated Region 9 students scored significantly higher than State averages.

Kara Monroe, Regional Technology Manager, reported on the Workforce Certification Center. Region 9 participated in the Beta testing program for the Internet Core & Computing Competencies exam. Those participating in the testing received a voucher for an additional MOUS certification opportunity. Individuals not wanting to personally use the voucher donated it back to the Center to build a pool of (voucher) scholarships.

Kim Thurlow, Executive Director of Corporate and Community Services (CCS), provided an update on business and industry training. CCS annual report from July 2000-June 2001 was distributed. The number of students served and programs delivered increased, but number of companies served and year-end net revenue decreased.

Sabrina Pennington, Dean of Student Affairs, reported on enrollment. Summer total enrollment was 935 FTE, up 11.5%. As of August 2, Fall semester enrollment was 501.43, up 24.2% compared to same date last year.

Stella Davis, Alumni Chapter Advisor, reported on Alumni events. A statewide “Alumni at the Colts” event is planned for November 11, and a regional Ivy Tech night with the Richmond Roosters is planned for August 18. Flyers containing details on each event and ticket information were distributed.

Action Items

Resolution No. 01-08-02-04: Recommendation to Approve 2001-02 Operating and Other Revenue and Expenditure Budgets. The regional operating and other revenue budgets are combined into a total operating budget; those budgets for the 2001-02 year are base operating budget of \$5,230,331 and other revenue budget of \$800,000 for a \$6,030,331 total operating budget. Chancellor Steck reported that in preparing the 2001-02 budget, it was determined that projected expenses would exceed projected revenue by \$243,000. The Region 9 Connersville project is not totally funded by the State (in the regional operating budget), and the current CCS revenue generated was about \$240,000 less than revenue projected three years ago in the financial plan for this initiative. Chancellor Steck presented a proposal to cover the deficit by utilizing a portion of equipment and enrollment growth funding allocations from central office, utilizing an adjunct faculty member to fill a vacant program chair position, cutting two full-time positions to 90% and 85%, utilizing savings from restructuring custodial services, eliminating the CCS Technical Manager position, and eliminating the Assistant Dean of Student Affairs position (in Connersville). Trustee Huff made a motion to approve Resolution No. 01-08-02-04; Trustee Stidham seconded the motion and the motion carried unanimously

Resolution No. 01-08-02-05: Recommendation to Approve Uncollectable Account Receivable. Each year the Region itemizes accounts receivable that are outstanding longer than one year as of the end of the most recent fiscal year (June 30, 2001) and that do not have a reasonable expectation of collection. The recommended write-off amount for 2001-02 is \$14,857.25 (\$10,683.66 operations fund and \$4,173.59 bookstore fund). Trustee Huff made a motion to approve Resolution No. 01-08-02-05; Trustee Gibson seconded the motion and the motion carried unanimously.

Resolution No. 01-08-02-06: Recommendation to Approve Contract for Custodial Services. Due to significant employee turnover and a lack of satisfactory replacement candidates, janitorial and custodial services for Mosey Hall, Center for Health Education building and Connersville centers would be served by Clean-All through contractual services. The Region has five existing openings of six funded positions. Trustee Stidham made a motion to approve Resolution No. 01-08-02-06; Trustee Slonaker seconded the motion and the motion carried unanimously.

Resolution No. 01-08-02-07: Recommendation to Revise 2001-02 Operating and Other Revenue and Expenditure Budgets. The Board approved the 2001-02 regional operating budget of \$6,030,331. The Region estimates that an additional \$474,000 other revenue will be received during the 2001-02 fiscal year increasing the total operating budget to \$6,504,331. Trustee Huff made a motion to approve Resolution No. 01-08-02-07; Trustee Slonaker seconded the motion and the motion carried unanimously.

Discussion Items

Chancellor Steck distributed copies of a memo from President Gerald Lamkin providing communications regarding critical CCI issues.

Information Items

Trustees were reminded of the Annual Trustees and Foundation Directors Conference to be held on October 12, 2001, in Indianapolis. Registration information for the conference will be mailed from central office. State Trustee Goins encouraged the regional trustees to attend.

Future Meetings and Important Dates

The State Board of Trustees meeting will be held August 16 in Elkart. Chair Gibson will not be attending and asked that if another Trustee would like to attend to contact her. Chancellor Steck will not be attending; Dean Tincher will represent the Region at this meeting.

Adjournment

Tours of the Connersville facility were conducted at the close of the meeting.

There being no further business, Trustee Stidham made a motion to adjourn; Chair Gibson seconded the motion and adjourned the meeting at 6:00 p.m.

Rebecca Gibson, Chairperson

Kelvin Graham, Secretary

Dated October 4, 2001

Prepared by Stella Davis CPS, Recording Secretary