

# **MINUTES OF MEETING**

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

**December 5, 2002**

The December 5, 2002, Board of Trustees meeting was held in the boardroom at the Ivy Tech Annex, 2230 Chester Boulevard, Richmond. Board Chair Gibson called the meeting to order at 4:00 p.m.

### **Trustees Roll Call**

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

Also in attendance were State Trustee William Goins, Chancellor James Steck, Roger Bingham, Diana Pappin, Sabrina Pennington, Kim Thurlow, Steve Tincher and Stella Davis.

### **Notice of Meeting**

Formal notice of the meeting was verified.

### **CD Presentation**

Chair Gibson called on Diana Pappin, Executive Director of Development, for a presentation of the CD marketing tool. Ivy Tech Richmond/Connersville formed a partnership with the Economic Development Corporation of Wayne County and Economic Growth Group of Richmond/Wayne County Chamber of Commerce to create a CD-ROM based multi-media presentation that promotes Wayne County and the College. The EDC approached Ivy Tech with the idea to focus on the training available through the College, specifically the Corporate & Community Services area. Copies of the new CD are available for distribution at community meetings. After the presentation, discussion took place on the strategy for distribution and tracking of the viewers of the CD.

### **Meeting Minutes**

Chair Gibson called for action on minutes of the October 3, 2002, Board meeting. Trustee Huff made a motion to accept the minutes as mailed; Trustee Koons seconded the motion and the motion carried unanimously.

### **Business Office Financial Reports**

Chair Gibson called for approval of the Business Office Financial Reports. Roger Bingham, Executive Director of Finance/Facilities, distributed the November financial report and highlighted the other revenue section that was adjusted due to the way distance education is now accounted for in the system. Corporate & Community Services has over \$200,000 in revenue billed but not received. The cash receipts keep the other revenue in a negative position. Trustee Koons made a motion to approve the financial reports as presented to the Board; Trustee Miles seconded the motion and the motion carried unanimously.

### **Chairman's Report - Foundation Committee**

Trustee Huff remarked on the growth of the Foundation and the initiatives underway. In an update on the major gifts campaign, Trustee Huff reminded the Board members that the feasibility study recommended a \$500,000 major gifts campaign. With the building project and after an equipment needs assessment, Ivy Tech Richmond/Connersville launched a \$1.7 million campaign. Total gifts as of November 13 were \$1,228,000. Copies of the brochure mailed out with the major gifts campaign were distributed. The EDIT grant was approved by the Economic Development Corporation and Wayne County Commissioners in the amount of \$300,000. Pete Wickman, Belden Corporation, was recognized for his leadership and commitment to this project. Approval of the EDIT grant represents the value and importance of education to the community.

Diana Pappin, Executive Director of Development, stated she was pleased with support of the trustees, employees, and community. State Trustee Goins commented that Richmond is now being heard of more by State Trustees and the regional board members can assist in continuing to "talk up" Richmond by attending Ivy Tech events where State Trustees and legislators are in attendance.

### **Chairman's Report – Nominating Committee**

Trustee Slonaker, chair of the nominating committee, reported that Trustee Koons' term on the Board would expire on June 30, 2003. Trustee Koons expressed an interest to continue with his position on the Board with the disclaimer that due to employment demands may not be able to fulfill another full three-year term. After a discussion by the Board, Trustee Slonaker made the recommendation to accept the condition of the nomination of Trustee Koons. Trustee Miles made the motion to accept Trustee Koons as the slate for nomination to the Board; Trustee Bennett seconded the motion and the motion carried unanimously. Action on the slate of board nominations will occur at the next meeting.

### **Administrative Report**

Chancellor Steck called on Steve Tincher, Dean of Academic Affairs, for a report on instruction. A new program proposal for an AS degree in General Studies was submitted at a statewide level to the Commission for Higher Education and approved. For Richmond/Connersville this degree can fold into the existing general education program. The AS degree will offer flexibility to the program because the general education is already in place and then technical courses can be added as needed for a specific focus. This also falls into our mission as a community college. Part of the requirement for the AS degree is the elimination of the TC degree in general education. An abstract of the AS in General Studies was distributed.

Dean Tincher continued by reporting that transfer agreements with IU East are expanding in the areas of Anatomy and Physiology and in the business division (particularly with the accounting program). Approximately 31-32 courses now transfer to IU East.

Chancellor Steck called on Sabrina Pennington, Dean of Student Affairs, to report on enrollment. Fall enrollment figures were compared with Fall 2001 end-of-term numbers: regional total HC (1660 HC) is down 1.2% and total FTE (776.87 FTE) is up 5.8%. A breakdown of Richmond and Connersville enrollment was reviewed. Current spring enrollment 984 HC compared to same time last year (995 HC) is down 1.1% and 530.4 FTE compared to same time last year (513.8 FTE) is up 3.2%.

Chancellor Steck called on Roger Bingham, Executive Director of Finance/Facilities, to provide an update on facilities. On November 13, 2002, the State Budget Committee authorized the College to proceed with selling bonds and constructing the Phase 1 Richmond project. It was requested that no debt service be paid from this fiscal year. A time frame of events include:

- Purchase of the 19.39 acres of land from Indiana University as soon as possible,
- Plans to the architect by December 16 (re-estimate project to confirm within budget),
- Bidding to be released and published on February 13,
- Bids received to be opened on March 14,
- Bid approval by regional trustees at April 3 meeting,
- Bid approval by state trustees at April 24 meeting, and
- Moving of dirt in May (ceremonial ground breaking to occur sometime before this date).

Total construction has been estimated at 24-month time frame with moving into the building during the summer of 2005 and open to students for fall semester 2005. Phase 2 of the construction project has been recommended by the Commission for Higher Education and will go before the General Assembly this year ranked as the number one Ivy Tech capital project. State Trustee Marvin Foote asked State Trustee Goins to offer his congratulations to the Region.

Chancellor Steck distributed the new 2002-03 Trustees Directory and the Budget handout that were distributed at the Trustees and Directors conference. Two key items with regards to the budget for Ivy Tech Richmond/Connersville are Phase 2 of the capital project and the enrollment change funding.

### **Action Items**

Chair Gibson called for action on Resolution No. 02-12-05-03 recognizing and thanking the Economic Development Corporation of Wayne County for the gift pledge to Ivy Tech in support of the new Ivy Tech Richmond building and Wayne County's economic development. Trustee Slonaker made a motion to adopt Resolution No. 02-12-05-03, Trustee Koons seconded the motion and the motion carried unanimously.

Chair Gibson called for action on Resolution No. 02-12-05-04 recognizing and thanking the Wayne County Commissioners for their gift pledge to Ivy Tech in support of the new Ivy Tech Richmond building and Wayne County's economic development. Trustee Huff made a motion to adopt Resolution No. 02-12-05-04, Trustee Miles seconded the motion and the motion carried unanimously.

Chancellor Steck informed the Board of a walk-on agenda item by academic affairs for action. Dean Tincher brought forward an executive summary detailing the exploration of a new degree proposal, AS in Education with an Elementary Education Specialty and a Secondary Education Specialty. This degree is being developed by Region 6 (Muncie, Anderson, Marion) and would address workforce needs for education paraprofessionals and provide a transfer option for students seeking a Bachelor's degree in education. Ivy Tech Richmond/Connersville is exploring the possibility of linking to the Region 6 degree proposal dependant upon acceptance (by regional administration) of a transfer agreement with IU East and enrollment/ funding forecasts for the program. A draft curriculum prepared by Region 6 that could be modified to fit with IU East was distributed. This degree falls into the community college mission and would assist with teacher shortage. Trustee Koons made a motion to approve the new degree proposal for an AS in Education, Trustee Gibson seconded the motion and the motion carried unanimously.

### **Information Items**

Chair Gibson reported on the Ivy Tech Story presentation she hosted in Connersville on November 20. Approximately ten community people were in attendance. State Trustee Goins will be hosting the next presentation in January.

Chair Gibson thanked the trustees for their attendance at the Trustees Appreciation Dinner in November.

**Future Meetings and Important Dates**

The State Board of Trustees meeting will be held on December 12, 2002, at Sheraton North, Keystone Crossing, Indianapolis.

The Richmond-Wayne County Chamber of Commerce Annual Dinner will be held on January 18, 2003, at the Kuhlman Center.

The Biennial Pig & Ox Roast will take place at the Hilbert Circle Theater in Indianapolis on January 22, 2003. State Trustee Goins mentioned that this offers a great networking opportunity to talk with legislators and specifically to go to budget committee people and thank them.

The next Region 9 Board of Trustees meeting is scheduled for February 6, 2003, 4 p.m., Ivy Tech Annex.

**Adjournment**

Trustee Slonaker made a motion to adjourn the meeting; Trustee Bennett seconded the motion. There being no further business, Chair Gibson adjourned the meeting at 5:45 p.m.

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Rebecca Gibson, Chairperson

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Steven Slonaker, Secretary

Dated February 6, 2003  
Prepared by Stella Davis CPS/CAP, Recording Secretary