

# **MINUTES OF MEETING**

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

**June 5, 2003**

The June 5, 2003, 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 James Koons, Trustee Malcolm Miles, Trustee Steven Slonaker, and Trustee David Stidham. Absent: Trustee Ellen Bennett and Trustee Boyd Huff.

Also in attendance were State Trustee William Goins, Chancellor James Steck, Gene Ayton, Idris Bond, Roger Bingham, Kara Monroe, Diana Pappin, Sabrina Pennington, Peg Terrell, Kim Thurlow, Steve Tincher and Stella Davis.

### **Notice of Meeting**

Formal notice of the meeting was verified.

Chair Gibson reported that a walk-on agenda item/resolution needed to be included on the meeting's agenda. A motion was made and approved to amend the agenda by inserting the additional item under Action Items (IX. D. Annex Building South Lease Over \$100,000; Resolution No. 2003-4).

### **Meeting Minutes**

Chair Gibson called for action on minutes of the April 3, 2003, Regular Board meeting and May 8, 2003, Special Board meeting. Trustee Koons made a motion to accept the minutes of April 3 and May 8 Board meetings 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 Report. Roger Bingham, Executive Director of Finance/Facilities, directed his comments to the April Financial Report included in the Board packet. The Region is looking at a \$300,000 to 400,000 carry forward. Trustee Koons made a motion to approve the financial report as presented to the Board; Trustee Miles seconded the motion and the motion carried unanimously.

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

Diana Pappin, Executive Director of Development, reported on new pledges and gifts toward the "Workforce Education – Building Our Future Now" campaign bringing the total to date to \$1,342,360: Mosey Manufacturing, \$3,000; CEN-Sor Security Systems, \$1,000; JM Hutton, \$16,000; and an alumnus gift, \$2,900 (with match). The Capital Campaign Committee recently met and decided to aim for the identified \$1.7 million needed for equipment/technology for the new building.

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

Trustee Slonaker, Chair of the Nominating Committee, reported that the current officers have agreed to continue in their leadership roles with the Region 9 Board if so nominated. Trustee Slonaker also reported that Trustee Bennett stated that she would be absent from several Board meetings over the next year due to personal obligations. The slate of officers approved for action at the August Board meeting is Trustee Rebecca Gibson, Chairperson; Trustee Ellen Bennett, Vice Chair; and Trustee Steven Slonaker, Secretary.

### **Administrative Report**

Chancellor Steck called on Sabrina Pennington, Dean of Student Affairs, to report on enrollment. Spring 2003 enrollment, end-of-term, was down 5.4% compared to end-of-term spring term 2002. Summer semester enrollment as of 6/5/03 is 853 HC (down 11.6% from 2002 end-of-term summer HC) and 334 FTE (down 14.3% from end-of-term summer FTE). Last year double nursing classes were held to synchronize the nursing calendar with the statewide term; these double classes accounted for an enrollment increase of 60 FTE. Chancellor Steck distributed a chart with a summary of this academic year enrollments compared to previous years to get a bigger picture of total enrollment activity.

Chancellor Steck called on Kim Thurlow, Executive Director of Corporate & Continuing Education Services, for an update. CCES was host to a very successful Manufacturing Forum on May 16 at the Connersville Instructional Center. This was a free event with a focus for customer networking. There were 50 attendees total and 26 organizations (13 different manufacturers) represented. Two main focuses of the forum were a presentation and the manufacturing business basics simulation game.

Kim Thurlow continued her report by sharing that Heather Higgs, Training Coordinator for Region 9 since October 2000, accepted the position of Director of Academic Support Systems at Ivy Tech's Central Office. Heather began her new duties on June 3.

Chancellor Steck called on Steve Tincher, Dean of Academic Affairs, for a report on a new program offering. Dean Tincher distributed a curriculum sheet on the AAS in Paralegal Studies. Region 8, Indianapolis, is now offering its Paralegal Studies program statewide via distance education providing Region 9 the opportunity to offer this new program at our local campus without additional investment. Twelve of the curriculum courses are currently offered at Ivy Tech Richmond/Connersville.

Chancellor Steck reported that the approval for the Request to Proceed for Phase 1 at the April State Board of Trustees meeting was not an uneventful process. State Trustee Goins shared that the Building and Grounds Committee did not recommend the request for approval due to questions on a couple of contractors, but the Committee did pass it on to the State Trustees meeting for consideration. In the Executive Session, after a long discussion and debate, the request to proceed was finally approved. The Region did everything it was supposed to do with regard to the request. The core of the issue was in regard to Resolution 94-42 and the legitimacy of the apprenticeship programs of specific approved bidders.

Chancellor Steck drew attention to information mailed with the Board packet; copies of charts from the May 2003 "NCHEMS News" that reflect interesting observations of where Indiana stands nationwide in the transition of students through high school and college.

### **Action Items**

Roger Bingham reviewed the executive summary for Resolution No. 2003-2. Upon approval of bonding authority for Phase 2 of the Building project, Ivy Tech Richmond is requesting regional Board approval of a Request to Proceed for Phase 2. Trustee Slonaker made a motion to approve Resolution No. 2003-2 as presented to the Board; Trustee Stidham seconded the motion and the motion carried unanimously.

Steve Tincher distributed copies of the Region's strategic plan with "tracked" changes as recommended at the May 8 special meeting of the Board. He directed the Board's attention to line 125 of the plan, a revised vision statement as requested by the Board. He continued to the strategies section and pointed out that strategies A-E were identified as the Region's high priority strategies with additional strategies listed sequentially. The executive summary for Resolution No. 2003-3 was reviewed requesting approval of the revised strategic plan as recommended by the regional administration. Trustee Koons made a motion to approve Resolution No. 2003-3 as presented; Trustee Miles seconded the motion and the motion carried unanimously.

Roger Bingham shared that the 2003-04 College Budget has been distributed and official approval of the budget will go before the State Board of Trustees at its June meeting. A chart was distributed that showed the fiscal year 2002-03 to 2003-04 base budget changes or the increase over last year's base budget. Copies of the College's budget were distributed. Chancellor Steck pointed out information from the report of particular interest to the regional operating budget (e.g. enrollment change funding). Ivy Tech has set aside \$3 million in the case that the Governor's office rescinds some appropriations in the budget. The Board was asked to act on a request from the Region for approval to continue to operate and incur expenses until the regional 2003-04 Operating Budget can be presented and approved at the August Board meeting. Trustee Stidham made a motion to allow Ivy Tech Region 9 to continue to operate and incur expenses until the 2003-04 Operating Budget is approved; Trustee Koons seconded the motion and the motion carried unanimously.

Roger Bingham addressed the walk-on agenda item, Resolution No. 2003-4, seeking Board approval on the Annex Building South Lease amounting to over \$100,000 for the next two years. (*The amounts per year are: 7/1/03-6/30/04, \$52,610.76; and 7/1/04-6/30/05, \$53,925.96.*) Trustee Slonaker made a motion to approve Resolution No. 2003-4 as presented; Trustee Stidham seconded the motion and the motion carried unanimously.

### **Information Items**

Roger Bingham reported that the air conditioning problem on the main campus has been resolved with the installation of a temporary air conditioning system until the new unit can be installed. The purchase of the new unit was approved through the funds for Johnson Hall.

Roger Bingham continued with a progress report on Johnson Hall. We are in the process of clearing the building lot, final negotiations for placement of underground utilities, and installation of temporary power within two weeks. Construction Manager trailer is here and Bruns-Gutzwiller company trailer will arrive soon. An agreed-to construction schedule should be available within two weeks.

### **Future Meetings and Important Dates**

The State Board of Trustees meeting will be held on June 12, 2003, in Indianapolis (not in Anderson as listed on the agenda in the Board packet).

The next Region 9 Board of Trustees meeting is scheduled for August 7, 2003, 4 p.m., location to be announced.

**Adjournment**

Trustee Stidham made a motion to adjourn the meeting; Trustee Slonaker seconded the motion. There being no further business, Chair Gibson adjourned the meeting at 5:55 p.m.

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Rebecca Gibson, Chairperson

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David Stidham, Serving as Acting Secretary

Dated August 7, 2003

Prepared by Stella Davis CPS/CAP, Recording Secretary