

# **MINUTES OF MEETING**

## **Ivy Tech Community College of Indiana - Richmond Regional Board of Trustees**

**October 4, 2007**

The October 4, 2007, Regional Board of Trustees meeting was held in the Lingle Boardroom, at Ivy Tech Johnson Hall, 2357 Chester Boulevard, Richmond. Chair Rebecca Gibson called the meeting to order at 4:00 p.m.

### **Trustees Roll Call**

The trustees roll was called and the presence of a quorum was announced.

The following Regional Trustees were present: Rebecca Gibson, Ellen Bennett, Joe Meyer, and David Stidham.

Trustees unable to attend the meeting: Malcolm Miles, Steven Slonaker, and John Webb.

Also in attendance: Chancellor James Steck, Gene Ayton, Stella Davis, Diana Pappin, Sabrina Pennington, Valerie Ray, and Kim Thurlow.

Guests attending were Jeff Plasterer, Connersville Executive Director, and Darrell Smith, Connersville News-Examiner.

### **Notice of Meeting**

Formal notice of the meeting was verified.

### **Meeting Minutes**

Chair Gibson called for action on minutes of the August 2, 2007, Board meeting. Trustee Stidham made a motion to accept the minutes as mailed; Trustee Bennett seconded the motion and the motion carried unanimously.

### **Business Office Financial Reports**

Chair Gibson called for approval of the Business Office Financial Reports. Valerie Ray, executive director of finance, facilities and bookstore, reviewed the July 31, 2007 financial report and stated the regional operations fund balance as \$9,097,939. Banner is the new information system as of July 4 but data was actually transferred over in August. Therefore, system encumbrances were not shown on the July report. Other revenue year-to-date actual was \$56,919; revenue was stated as 11.1% received with 8.3% of year passed. Student fee accounts receivable was \$1,240,900; significantly higher than last month due to early

registration and financial aid not processed yet. The sponsored programs account balances had not been entered yet because of Banner. The Johnson Hall project account had a balance of \$581,195. The McDaniel Hall project account had a balance of \$275,883. Purchase orders over \$5,000 for operations funds, construction, and bookstore were listed.

The August 31, 2007 financial report showed a regional operations fund balance of \$4,333,425 after system encumbrances. Other revenue year-to-date actual was \$64,371; revenue was stated as 12.6% received with 16.7% of year passed. Student fee accounts receivable was \$1,882,751; financial aid not processed yet. Sponsored programs information was pending banner update. The Johnson Hall project balance was \$69,192 (plus an additional \$209,000 reported interest earned); and the McDaniel Hall project balance was \$257,855. The Johnson Hall account needs to be closed out by March 31, 2008. A new category added to the financial report was insurance reimbursement fund in the amount of \$874,012, the proceeds from the insurance settlement on the steel bracing issue. There are no restrictions on how to expend the reimbursement funds. Purchase orders over \$5,000 on operations funds, construction, and bookstore were listed.

Trustee Meyer made a motion to approve the financial reports as presented to the Board; Trustee Bennett seconded the motion and the motion carried unanimously.

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

Trustee Stidham, foundation committee chair, summarized the committee's September 12 meeting. Perry Hammock from the Ivy Tech Foundation office in Indianapolis brought the message that President Thomas Snyder has a focus on fundraising and building endowments. Three focus areas of fundraising are student scholarships, faculty chair endowments, and program endowments. An array of ideas was discussed at the meeting but the topic that drew that most discussion was agricultural ownership in our local counties, and how to reach the agriculture community. Another meeting to discuss ideas will be planned.

### **Report from Office of the President**

Chancellor Steck shared a message, PowerPoint presentation, from the President's Office. National Community College fast-facts were shared. Ivy Tech Community College is the largest state-wide community college with a single accreditation and is Indiana's second largest institution of higher education. As of 10-day count fall 2007, Ivy Tech enrollment was 74,022 students with 84% (60,999 students) declared as degree-seeking and 16% (11,688 students) not declared as degree-seeking. Attention was brought to the vast scope of remediation at Ivy Tech, 68% of first-time, degree-seeking students took remediation during fall 2006 (6,725 of 9,948 students). At the Richmond campus, it was closer to 90% of students taking remediation. Distance Education continues to increase significantly, and the Richmond campus was a leader in launching this initiative. In terms of Workforce and Economic Development, over 20,000 were trained (non-credit) last year. National Community College resident tuition by state averages place Ivy Tech third lowest. The 2007 operating appropriations per in-state student and the estimated state appropriations and student fee funding per student were reviewed. President Snyder wants to make sure that we transfer our culture to fit into the comprehensive

community college model. A draft list of the organizational top ten priorities, strategies, 2007/2008 goals/initiatives, stretch goals, and tentative timelines were shared. A Business Council that reports to the President was put in place and is comprised of a representative from the Provost and a representative from the Office of President for each of the areas of human resources, technology, marketing, strategic planning, and finance.

### **Administrative Report**

Chancellor Steck called on Sabrina Pennington, dean of student affairs, for an enrollment update. FTE enrollment from fall semester 2004 compared to fall semester 2007 has increased 35.1%; headcount enrollment has increased 31.3% during that same time. Fall semester total registrations as of October 4, 2007 were 2,518 headcount, up 7.6%, and 1,314.43 FTE, up 8.2% compared to same date 2006. Fall enrollment paid headcount as of October 4 was 2,395, up 0.5%; paid FTE was 1,272, up 4.1% compared to EOT fall 2006. Connersville fall semester 2007 total registrations as of October 4, 2007, were 392 headcount, up 5.7%, and 141 FTE, up 15.0% compared to EOT fall 2006.

Dean Pennington continued by introducing Jeff Plasterer as the new Connersville executive director. Jeff Plasterer has been with the college for 21 years and was formerly the director of admissions located at the Richmond campus. The Region has made a commitment to direct additional resources to Connersville due to the area's growth potential, the desperate need in that area for the services we provide, and the upcoming layoffs with Visteon.

Chancellor Steck called on Gene Ayton, equal employment opportunity officer, for a report on the diversity workshops. As an organization we focus on being inclusive with students, faculty and staff and on the importance of creating diversity awareness. Gene Ayton has developed a set of six modules to present diversity awareness and to cover diversity consciousness across the curriculum. These modules are offered four times a month, and all faculty/staff are directed to sign up to attend. Once the modules are completed for this school year; other workshops will be created to continue the process of diversity consciousness. Student minority enrollment is up to 7.5%, and we have a 5.3% minority population base in our five-county service area. Every year, through the human resources area, we track percentage of minority faculty and staff. We have 15% minority faculty, 15% minority salary staff, and 6.5% minority non-salary staff; or total regional minority employee base of 8%.

Chancellor Steck called on Kim Thurlow, executive director of WED, for an update on activities. A few unique activities for WED were shared. They will be hosting the office of the SBDC; it will relocate to McDaniel Hall, moving out of the EDC office. The SBDC headquarters are out of Ivy Tech Muncie. The Machine Tool Council meeting was hosted by WED at McDaniel Hall; this group was reconstituted earlier this year. WED will also host the human resources officer/function of the new business, Really Cool Foods, at McDaniel Hall.

Chancellor Steck announced that a Countywide Education Summit will be held on October 10 on the Ivy Tech and IU East campus featuring Aims McGuinness, the principle author of the 2002 NCHEMS report. At a dinner on October 9, Suzanne Morse, President of the Pew Partnership for Civic Change, will be the keynote speaker. In preparation for the summit, a

review of the NCHEMS report recommendations and a look at what the Richmond campus has done to address those recommendations was conducted. A handout of the report on conclusions and recommendations was distributed to the Board. A copy of this document was also shared with Aims McGuinness.

Chancellor Steck announced two new appointments made by the College: Joyce Rogers, Vice President of Development, and Susan Brooks, General Counsel and Senior Vice President of Workforce and Economic Development.

### **Action Items**

No action items were identified for the meeting.

### **Discussion Items**

Trustee Stidham offered an update on the Sports Complex Center plan (YMCA Project) that was proposed for the Ivy Tech/IU East campus. IU, who was the player that owned the land, decided that the timing was not right for going forward with the project on the campus site. IU will be taking under review all of its properties and the utilization of those properties. As of October 2, there is a gentlemen's agreement with Reid to explore the possibility of expanding the space currently used by the YMCA subject to financing and a joint occupancy agreement which, to date, has not been discussed. The plan is to build a full-service YMCA facility at the current center. Architects will rework the plans, and the College will be kept in the loop.

The proposal to establish an Ivy Tech basketball team was shared with the Board. The need for another facility, such as the YMCA facility, for use for these types of activities would be of interest to the Region. The Richmond campus currently has 29 individuals interested in the basketball team. The basketball program would run November through March.

### **Information Items**

Chair Gibson called on Valerie Ray, executive director of facilities, for an update. Landscaping at the campus entrance has occurred. The I-70 signage is almost complete; lettering and flags will be placed soon. The regional facilities department is preparing for the statewide Technology Days that will be hosted by the Richmond campus on October 25-26.

At McDaniel Hall, specifications for the restroom renovation project are being finalized.

The Connersville science lab will go to bid on October 16 and is expected to be completed by spring term. The LRC at Connersville is in progress, PCs for that area were just received, and the writing lab plans are in place.

The process to place Mosey Hall for sale has begun. The Regional Board will need to approve that sale, and the proceeds will revert back to the College, not the Region.

**Future Meetings and Important Dates**

The State Board of Trustees meeting will be held on October 11, 2007, at Indianapolis.

Ivy Tech Technology Day will be hosted by the Richmond campus on October 26, 2007.

The Regional Trustees Dinner will be held on November 15, 2007, 5:30 p.m., at the Forest Hills Country Club, Rose Room.

The next Ivy Tech Regional Board of Trustees meeting is scheduled for December 6, 2007, at Johnson Hall.

**Adjournment**

Chair Gibson reminded regional trustees of the decision by President Snyder to not hold the Annual Trustees and Board of Directors conference this year.

Trustee Stidham made a motion to adjourn the meeting; Trustee Meyer seconded the motion. Chair Gibson adjourned the meeting at 5:20 p.m.

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Rebecca A. Gibson, Chair

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P. Steven Slonaker, Secretary

Approved December 6, 2007 (with correction on page 12)  
Prepared by Stella Davis CPS/CAP, Recording Secretary