

# **MINUTES OF MEETING**

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

**February 6, 2003**

The February 6, 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 Ellen Bennett, Trustee Boyd Huff, Trustee James Koons, Trustee Steven Slonaker, and Trustee David Stidham. Absent: Trustee Malcolm Miles.

Also in attendance were State Trustee William Goins, Chancellor James Steck, Gene Ayton, Roger Bingham, Idris Bond, Diana Pappin, Jeff Plasterer, Kim Thurlow, Steve Tincher and Stella Davis.

### **Notice of Meeting**

Formal notice of the meeting was verified.

### **Meeting Minutes**

Chair Gibson called for action on minutes of the December 5, 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 January 2003 financial report and highlighted that the other revenue adjusted line, \$800,000, has now reached positive numbers. The carryforward is very good due to continued efforts to restrict spending in preparation for possible state budget cuts. Trustee Koons made a motion to approve the financial reports as presented to the Board; Trustee Stidham seconded the motion and the motion carried unanimously.

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

Trustee Huff and Diana Pappin, Executive Director of Development, reported on the Statewide Foundation Committee meeting and Development campaigns. The Foundation is beginning the process of reviewing and updating the strategic plan that ends this year. There has been significant support for the current plan with most of the objectives met or exceeded. The campaign to strengthen volunteer commitment to Ivy Tech State College, coupled with the Lilly Endowment challenge match, to raise \$1,000,000 from the trustees of the College and Foundation, was a big success. One hundred thirteen Ivy Tech volunteers contributed a total of \$884,861. Lilly will provide matching funds of \$860,076 for a grand total of \$1,744,937 in new money! The largest gift received was \$246,000; the smallest gift was \$50. The average contribution was \$7,831; the median gift was \$500. Seventy-seven of the Regional Trustees gave a total of \$166,731. Regions 3, 8, 9, 11 and 12 received gifts from all of their Regional Trustees. Region 9 Trustees gave \$12,198.

Lilly II reports indicate total giving is \$1,888,479 and the goal by December 31, 2003 is \$3,500,000. Ideas for fundraising from the alumni of the College were discussed. The regional “Workforce Education – Building Our Future Now” campaign report as of January 30, 2003, was \$1,231,696; but with recent pledges received has grown to \$1,245,000.

A Cornerstone Society has been established. It is an organization that honors individuals who have made gifts through charitable gift annuities, trusts, and other giving arrangements to benefit Ivy Tech now and in the future or who have made provision for the Foundation in their wills. A brochure on the Cornerstone Society was distributed.

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

Chair Gibson brought forward the slate of nominations to the Board. Trustee James Koons has been re-nominated for his position on the Board that expires on June 30, 2003. Trustee Huff made the motion to accept the slate of nominations as presented; Trustee Bennett seconded the motion and the motion carried unanimously.

### **Administrative Report**

Chancellor Steck called on Steve Tincher, Dean of Academic Affairs, for a report on the generic nursing program or 2-year ASN program. The current ASN program is a completion program; 1-year program coming in as an LPN. With the addition of the generic nursing program, students will have the option of enrolling in either of the two ASN programs.

Chancellor Steck called on Jeff Plasterer, Director of Admissions, to report on enrollment. Spring semester enrollment as of February 6, 2003, was 1551 HC (down 8.6% from same date last year) and 733.8 FTE (down 6.8% from same date last year). Dual credit enrollment has not been entered yet. Last spring enrollment was up due to alliance grant, nursing schedule change, and high school automotive program. Minority enrollment is up to 8.5% of total student enrollment. Chancellor Steck distributed a handout reflecting total regional enrollment by different types of students served by the region including credit students from other Ivy Tech campuses, Indiana College Network guest credit students, regional non-credit students, and regional credit students. Handouts on regional FTE penetration rate, and those rates compared to other Ivy Tech regions, were also distributed and discussed.

Jeff Plasterer also reported on the African American History month activities at the Region. On February 5, Dr. William Harvey conducted a diversity workshop for faculty and staff and also a presentation to the general public. Dr. Harvey’s presentation was taped and will air on WCTV. On February 28 at 7:00 p.m., Rosemarie Gore Bigbee will perform “African American History in Music” at Reid Presbyterian Church.

Chancellor Steck called on Kim Thurlow, Executive Director of Corporate & Continuing Education Services, for an update. A report on the name change from Corporate & Community Services to Corporate & Continuing Education Services was given. The purpose of the change was in keeping with other community college model designs of identifying continuing education as a responsibility of training area. A copy of the new Open Enrollment training guide for CCES was distributed. An update on the certification renewal units (CRUs) initiative endorsed by the Indiana Professional Standards Board for maintaining licensure indicated disappointingly slow participation but it is anticipated that the program will grow as Ivy Tech becomes known as a provider for this training.

Chancellor Steck called on Idris Bond, Division Chair for Health Services, to report on the NLNAC visit. In October, 2002, a statewide visit by NLNAC resulted in the College receiving an 8-year accreditation for the LPN and ASN programs.

Chancellor Steck called on Gene Ayton, Business Program Chair, to report on the Collegiate Management Assistance program. Ivy Tech Richmond/Connersville and the Small Business Development Center developed a Collegiate Management program that pairs business students with local entrepreneurs who need their expertise. Students analyze the workings of their partner company and create business and marketing plans designed to improve operations. The program was selected to receive a Vocational and Technical Education Award for Excellence.

Chancellor Steck called on Stella Davis, Alumni Chapter Advisor, to report on alumni events. Ivy Tech State College, established March 15, 1963, is celebrating 40 years of service in education. To kick off a yearlong observance, the college is hosting its 40th Anniversary Celebration & Alumni Reunion March 14 - 16, 2003, with activities at the Radisson Hotel in downtown Indianapolis. The annual Pacers event has been included in this weekend as well as an Indianapolis Ice hockey game. Detailed information along with registration form and ticket order forms are included in the "Ivy Tech Alumni" newsletter mailed to alumni/administrators/trustees. Also included in the "Ivy Tech Alumni" newsletter, is a feature photo of the Ivy Tech Richmond/Connersville distinguished alumni wall and the 2002 distinguished alumni from each region.

Chancellor Steck shared comments on several items of interest. A regional "Crisis Communication Plan" was developed under the leadership of Sabrina Pennington and Roger Bingham. The plan has been distributed to all regional employees. He thanked State Trustee Goins for hosting an Ivy Tech Story presentation and dinner in Rushville. It was also announced that former Region 9 employee, John Hogan, has been selected as Chancellor at Region 10, Columbus. Chancellor Steck informed the Board of additional State Budget Committee approvals for the new building project in the Evansville Region, and land and planning funds for the Valparaiso Region.

### **Action Items**

Action on the Slate of Nominations to the Board occurred under the Nominating Committee Report.

### **Discussion Items**

Chancellor Steck asked the Regional Board members for their input on the proposed revision of the Regional By-Laws that will be a decision item at the State Board meeting on February 13. General response from the Board noted the use of "electronic" in some instances in the document but not in other similar context. No major concerns were brought forward.

### **Information Items**

Chancellor Steck called on Roger Bingham, Executive Director of Finance/Facilities, to provide an update on facilities. A rendering of the building showing the landscaping plan and lighting plan was shared. A few landscaping suggestions were received from IU East. Reid Hospital's plan/drawing illustrating water features was distributed. A schedule of meetings and important dates was shared:

- Common construction wage hearing on February 7,
- Bidding to be released and published on February 13,
- Pre-bid meeting on February 27 (McDaniel Hall, room 131, 2 p.m.),
- Bids received to be opened on March 13 (Friends Fellowship, 2:30 p.m.),
- Bid approval by regional trustees at April 3 meeting,
- Bid approval by state trustees at April 24 meeting, and
- Groundbreaking Ceremony on May 1 (11:00 a.m.).

Closing date on the land has not been scheduled yet, but no problems are expected or identified. The Palladium-Item will be running a feature article on the new building.

Chancellor Steck called on Steve Tincher to outline the Region's proposed schedule for regional strategic planning. Steve Tincher, who will facilitate the strategic planning process, reminded the Board that for the last couple of years the Region has conducted an abbreviated campus plan. Now that the State Trustees have adopted the new mission statement, we are ready to move forward with planning of new projects, developing strategies, and implementing the new mission. Strategies may be implemented over multiple (five or more) years. Strategies have a measurable implementation basis and provide focus for our more specific one-year to three-year tactical objectives and our annual operational objectives. The process to develop our first regional strategic plan for the new mission is outlined below.

- **Strategic planning review/discussion/launch session;** March 7, 2003  
(All employees are encouraged to participate in this session.) Agenda for this session: (1) Review the College mission, College purposes, College values, and Regional values and vision and, (2) define where we are and where we want to be within the context of College new mission, i.e, do a "gap" analysis. Board Chair Gibson has been invited to attend this session.
- **Development of strategies by work units;** March 10 – April 11, 2003  
Work units develop strategies to address any “gaps” and implement the mission through the College purposes and Administrative Team integrates work unit strategies for recommendation to the Regional Board.
- **Review, refine and further develop strategies with input from Regional Board of Trustees;** April – May, 2003 (Special session of the Board to be announced.)
- **Review draft strategic plan with employee community;** May, 2003
- **Regional Board final review/endorsement of strategic plan;** June 6, 2003
- **Tactical and annual operational objectives prepared by work units for 2003-2004;**  
Completed by June 30, 2003

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

The State Board of Trustees meeting will be held on February 13, 2002, in Indianapolis.

The next Region 9 Board of Trustees meeting is scheduled for April 3, 2003, 4 p.m., Ivy Tech Annex. The Board will be asked to take action on bid approval at this meeting. A quorum will need to be identified.

The Ivy Tech Richmond/Connersville graduation will take place on May 10, 2003, 12:30 p.m., at the Tiernan Center on Richmond High School campus. The Nursing Pinning Ceremony has been scheduled for 9:30 a.m. on that same day, May 10, at the Central United Methodist Church in Richmond.

### **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 6:15 p.m.

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Rebecca Gibson, Chairperson

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Steven Slonaker, Secretary

Dated April 3, 2003

Prepared by Stella Davis CPS/CAP, Recording Secretary