

MINUTES OF MEETING

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

December 6, 2007

The December 6, 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, Malcolm Miles, Steve Slonaker, David Stidham and John Webb.

Trustees unable to attend the meeting: Joe Meyer.

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

Guests attending were Mike Gibbs, WED Manager; 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 October 4, 2007, Board meeting. Trustee Stidham requested a correction on page 12 regarding the discussion on the YMCA project. The minutes should be corrected to read, "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." Trustee Slonaker made a motion to accept the minutes as amended; 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 September 30, 2007 financial report and stated the regional operations fund balance as \$3,675,838. Other revenue year-to-date actual was \$68,017; revenue was stated as 13.3% received with 16.7% of year passed. Student fee accounts receivable was \$351,063; on target with this time last year.

Sponsored programs reflected some healthy grants. The Johnson Hall project account had a balance of \$331,275; the objective is to have this fund to a zero dollar balance by March 2008. The McDaniel Hall project account had a balance of \$262,630. Insurance reimbursement fund balance was \$869,697. Purchase orders over \$5,000 for operations funds and bookstore were listed.

The October 31, 2007 financial report showed a regional operations fund balance of \$3,511,124 (a reallocation of distance education funds that were held in carry forward occurred). Utilities were up a little for the Connersville site. Other revenue year-to-date actual was \$95,439; revenue was stated as 18.7% received. Student fee accounts receivable was \$247,932. The Johnson Hall project balance was \$278,054; and the McDaniel Hall project balance was \$262,815. Insurance reimbursement fund balance was \$866,020. Purchase orders over \$5,000 on operations funds and construction were listed.

Trustee Webb 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 and Nomination Committees

Trustee Stidham, Foundation Committee chair, shared that they had an opportunity to invite Rick Ahaus of Ahaus Tool and Engineering on campus for a tour of McDaniel Hall. Mr. Ahaus was impressed with the facility and later contacted Diana Pappin with a gift offer of \$75,000 to invest in the Manufacturing and Industrial Technology center with an immediate investment of \$25,000 for equipment and the other \$50,000 for an endowment. Ahaus Tool is very excited about making this contribution and is a great partner for the College. A technology center in McDaniel Hall will be named in recognition and honor of Ahaus Tool's generosity and support of Ivy Tech. Chancellor Steck recognized Trustee Stidham as a key player in making this gift happen.

Trustee Slonaker, nomination committee chair, reported that there are three board positions with expiring terms effective June 30, 2008: At-Large position held by Rebecca Gibson, Education position held by Ellen Bennett, and Manufacturing position held by Joe Meyer. The process is to discuss with current trustees holding those positions their interest to continue to serve on the Board and report back at the next meeting. Members of the nomination committee are Trustees Bennett, Miles and Slonaker.

Report from Office of the President

Chancellor Steck received a phone call from Jeff Terp stating that he and President Snyder were out of town; both sent apologies that they would not be available to attend the board meeting.

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 37.84%; headcount enrollment has increased 30.60% during that same time. Fall semester paid registrations as of December 6, 2007 were 2,514 headcount, up 5.5%, and 1,312.83 FTE, up 7.5% compared to end-of-term 2006. Connersville fall semester 2007 total

registrations as of December 6, 2007, were 407 headcount, up 9.7%, and 149 FTE, up 21.2% compared to EOT fall 2006. Spring 2007 unpaid registrations as of December 6, 2007, were 1,387 headcount, down 1.7%; and 799.73 FTE, down 1.3% compared to same date last year.

Dean Pennington announced that Ivy Tech Richmond has established a club basketball team. The current display in the main lobby showcases the team members. Tryouts were held and the coach is Brad Marshall from the Boys and Girls Club.

Dean Pennington also announced that Ivy Tech Richmond will be sponsoring an African-American Male Summit on February 6, 2008, 9:30 a.m. to 1:45 p.m., at Johnson Hall. This initiative started by Ivy Tech working with a group of community African-American males regarding the topic of "the African-American male as an endangered species." The event is planned to start a movement of change. This year the targeted group is high school males of color. Dr. Jawanza Kunjufu, from Chicago, will be the keynote speaker. Key community leaders will attend the luncheon and focus groups will be held with the high school students.

Dean Pennington continued by introducing Jeff Plasterer, Connersville site executive director, for an update on the Visteon closing. Jeff Plasterer reported that December 7 will be the last day for the last significant group of workers at Visteon, leaving about 20-30 people for shutdown. Most all of those released are eligible for TAA funds. There are steps to go through for education benefits and also other options to get put back into the work force. A number of those affected by the closing have enrolled in fall semester. TAA, Trade Adjustment Act, is a federal program for those losing jobs to companies overseas. TAA benefits are for up to two years. Students must attend meetings, develop education plans and be approved before funded. Ivy Tech is a provider of choice for training. Jim Stokes, MIT program chair, has been very active in preparations for increased enrollment and a faculty fellow in MIT has been hired. Added space (2,650 square feet) at the Connersville site for plumbing training has been prepared and community volunteers assisted in this initiative.

Chancellor Steck called on Diana Pappin, executive director of development and media relations, for information on Banner training and implementation for the Development office. Training of the new Integrated Information System, Banner, is taking place with core groups within different work units of the College system in preparation for implementation. The Foundation part goes live in 2009 and has a core group of employees working on that implementation; Diana Pappin is part of the group and will be out of her office for large blocks of time but will check phone messages and email. A significant amount of time is spent in Indianapolis by the core groups that are working on this initiative.

Diana Pappin continued by announcing the development of Community Engagement Councils, a new initiative of the office of the President. The purpose of the councils will be to support and assist each region. The Richmond campus would like the regional Board to be part of this council and to help identify other key leaders in the community to serve. The council will meet quarterly and serve as an advisory group to provide additional networking opportunities. Board members were asked to please contact Diana Pappin quickly with names of potential council members; the goal is to have the council in place by the end of January.

Chancellor Steck called on Steve Tincher, dean of academic affairs, for an update on the secondary initiative for high school based dual credit (high school instructors teaching courses at high schools for Ivy Tech credit). Approximately two years ago, the Indiana Commission for Higher Education approved a new policy on dual credit with requirements that are more stringent in regards to equivalences between high school courses and the applicable Ivy Tech courses (learning objectives, textbooks, and student assessments). All of the high school based dual credit agreements have been reviewed (or are being reviewed) in the context of the new policy. This has resulted in a few prior dual credit courses not being included in the new agreements. A new dimension for Ivy Tech Richmond in regards to high school based dual credit is the consideration of general education courses. A general education dual credit agreement has been signed with Connersville High School for two math courses (part of the high school's Early College High School initiative). One of the benefits of high school dual credit over AP courses (advanced placement) is that dual credit results in college credits being recorded on student transcripts. Another new component for high school dual credit is Project Lead the Way. This project currently focuses on promoting career interest in engineering (other career areas will be added) and may result in a high student earning twelve Ivy Tech credit hours.

Chancellor Steck announced the official opening and ribbon cutting ceremony for Reller Drive, the connector road to Reid Hospital. This is a major step forward for Health Science students. Funding for the drive came from the county, city and three institutions residing on the academic campus.

Chancellor Steck shared that the *Community College Week* publication featured Ivy Tech, and eleven of the regional campuses were identified as the fastest growing community colleges which included Whitewater campus (old charter name of Richmond).

Action Items

Chair Gibson, called for action on Resolution Number 2007-4, Approval of Connersville Instructional and Technology Centers Amended Lease and Renewal Option. A revised copy of the executive summary and resolution was provided. Ivy Tech Richmond has an existing lease for 24,213 square feet of space in the Connersville Industrial Center and has exercised the second two-year renewal option of that lease which began on March 1, 2007 and will end on February 28, 2009. The amendment, Resolution 2007-4, requested approval to rent an additional 12,000 square feet of first floor space in the Connersville Instructional Center and approval to exercise the March 1, 2009 to February 28, 2011 renewal option for both the existing 24,213 square feet of leased space and the 12,000 square feet of newly acquired lease space for a net cost of \$453,714.52. The proposed new lease space was previously leased by the Indiana University Foundation to provide office space and class offerings by Indiana University East. The Region plans to sublease 2,123 square feet of dedicated space and 1,981 square feet of shared space to IU East at \$41,500 per year (under a one-year, renewable lease). A spreadsheet on lease cost overview and proposed lease amendment was shared.

Trustee Slonaker made a motion to approve Resolution Number 2007-4 for the Connersville Instructional and Technology Centers amended lease and renewal option; Trustee Miles seconded the motion and the motion carried unanimously.

Discussion Items

A brief discussion was held on the biggest challenges for the campus (some of the topics mentioned were mismatch of available resources with students served, no state allocated funds for new programs, significant increase in Foundation fundraising goal, keeping tuition low, growth in enrollment and the two-year lag in enrollment funding).

Information Items

Chair Gibson called on Valerie Ray, executive director of facilities, for an update. Ms. Ray reported that the Connersville science lab common wage hearing was held. A thank you to Chair Gibson was extended for her assistance with the hearing. Bid openings will be January 2, the contractor will be announced in February and project started the first of March. New carpet will be installed at the Connersville Center over the holiday break. Space was prepared for the plumbing lab.

Mosey Hall is for sale and has been listed with Rhett Baumgartner Commercial Real Estate. The building listed price is \$190,000. The sale transaction will require approvals from both the Regional Board and State Board. Proceeds from the sale go to the College, not the Region.

Future Meetings and Important Dates

The ASN Pinning ceremony will be held on December 8, 2007, at Civic Hall on the Richmond High School campus.

The State Board of Trustees meeting will be held on December 13, 2007, at Indianapolis.

The next Regional Board of Trustees meeting is scheduled for February 7, 2008, at Johnson Hall.

Adjournment

Chair Gibson encouraged the regional trustees to visit Connersville and the Ivy Tech facility. A regional board meeting will be scheduled to meet in Connersville during 2008.

Chair Gibson thanked the Region for the Trustees Appreciation Dinner in November.

Trustee Miles made a motion to adjourn the meeting; Trustee Slonaker seconded the motion. Chair Gibson adjourned the meeting at 6:00 p.m. and wished everyone a happy holiday.

Rebecca A. Gibson, Chair

P. Steven Slonaker, Secretary

Approved February 7, 2008
Prepared by Stella Davis CPS/CAP, Recording Secretary