

MINUTES OF MEETING

Ivy Tech State College Region 9 Board of Trustees

October 7, 2004

The October 7, 2004, Board of Trustees meeting was held in the Ivy Tech Annex boardroom, 2230 Chester Boulevard, Richmond. Chair Gibson called the meeting to order at 4:00 p.m.

Trustees Roll Call

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

Also in attendance: State Trustee William Goins, Chancellor James Steck, Gene Ayton, Barbara Bechtel, Idris Bond, Kara Monroe, Diana Pappin, Sabrina Pennington, Kim Thurlow, Steve Tincher and Stella Davis

Guests in attendance: Dr. John Hogan, Region 10 Chancellor; Roger Preston, Reid Hospital & Health Care Services; Peter Wickman, Belden Corporation; and Darrell Smith, Connersville News-Examiner

Notice of Meeting

Formal notice of the meeting was verified.

Introduction of Guests

Chair Gibson welcomed and introduced the guests.

Chair Gibson presented Peter J. Wickman, president of Belden electronics division, with a Community Service Honorary Degree. The award—recognizing outstanding commitment to his community, to the State of Indiana, and to education—was announced at this year's commencement. Mr. Wickman chairs the Region 9 major gifts campaign and played the vital role of major spokesperson in the College's appeal for funding of an economic development grant which will be used to assist with equipping Johnson Hall. Chancellor Steck added his "personal thanks" to Pete Wickman for his work in the community in stepping forward to marshal resources and to advance the educational systems.

Meeting Minutes

Chair Gibson called for action on minutes of the August 5, 2004, Board meeting. Trustee Stidham made a motion to accept the minutes as mailed; Trustee Miles seconded the motion and the motion carried unanimously.

Business Office Financial Reports

Chair Gibson called for approval of the Business Office Financial Reports. Kara Monroe, Executive Director of Finance, Facilities and Information Technology, reviewed the regional financial board reports for July and August that were included in the trustees' packet.

The July financial report reflects only the budget amount entered at that point; Region has until August to input the entire budget for fiscal year. The adjusted budget amount shown does not reflect the total adjusted amount of \$7,222,705. The Perkins, sponsored program, amount has not been entered yet but the Region can assume expenses toward it. The planning and construction adjusted budget shown on the report reflects a payment from IU East of \$198,009. Purchase orders over \$5,000 for operational funds are the blanket purchase orders that are associated with beginning fiscal year and are expensed throughout that year. The August financial report shows near complete input of the fiscal year budget. Under other revenue, the year-to-date (YTD) actual did not increase significantly from July. CCES invoicing was not completed in August due to a regional technology transition. A preview of September 30 actual YTD was \$94,991 which reflects amounts invoiced and most received. Student fees account receivables shown each month are not year-to-date but amount on the books "at that time." The proposed RP&L rate increase was mentioned. Kara will follow-up with the vendor.

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

Chairman's Report – Foundation Committee

Trustee Huff, chair of the Foundation committee, expressed his appreciation for Peter Wickman's support with the major gifts campaign and additionally recognized Trustee Gibson and Trustee Stidham for their work in soliciting funds for the capital campaign. The campaign has met great success with \$1,482,000 to-date in pursuit of the \$1.7 million stretch goal.

Trustee Huff expressed his desire to have 100 percent giving participation by the regional trustees—at each individual's comfort level (contribution envelopes were distributed).

Administrative Report

Chancellor Steck called on Sabrina Pennington, Dean of Student Affairs, for an enrollment update. Fall semester enrollment as of October 7, 2004, was 1793 HC, up 8.4%, and 914.83 FTE, up 11.0%, compared to same date fall 2003. Enrollment comparison as of October 7 compared to end-of-term fall 2003 is up 5.9%. Fall enrollment for Connersville is 101 FTE, up 3.8%.

Chancellor Steck asked Sabrina Pennington to continue her report, joined by Steve Tincher, for an update on the Lilly Endowment grant. Steve Tincher, Dean of Academic Affairs, announced that Ivy Tech has been awarded the \$12.5 million, three-year grant sought for faculty and student enhancement. The grant funding will be spread across the Regions with Region 9 receiving \$555,136 which will be divided equally for initiatives for adjunct faculty

and initiatives for student life. On the adjunct faculty side, monies will be used to upscale the adjunct faculty space in Johnson Hall and create a professional development series (on teaching strategies/learning theories) for adjunct faculty. Sabrina Pennington reported that the student life initiatives include an upscale of the student space in Johnson Hall and to build outside recreational facilities and rehab the softball diamond. In addition, the technology in the auditorium in Johnson Hall will be enhanced, and an increase in cultural opportunities for students will be provided. Funds will also be available to support a part-time director of student life who will also serve as an evening coordinator.

Chancellor Steck called on Kim Thurlow, Executive Director of Corporate and Continuing Education Services, to provide a year-end report. It was shared that Brenda McLane, former CCES employee, took a position as CCES executive director at Ivy Tech Bloomington.

Kim Thurlow continued by distributing an annual report document that summarized service activity from July 2003-June 2004 which included number of clients/companies served, number of students served, number of programs delivered, amount of gross revenue billed, and amount of net revenue for year-end. New client revenue activity did not increase at the same rate that Visteon gross training revenue depleted causing a substantial negative net impact to fiscal year, -\$131,000. MSI (Management & Supervisory Institute) began its fourth cohort and increased statewide interest from the College is promising for this series. WorkKeys profiling was continued and promotion of Workforce Certification was expanded. The first regional Continuing Education catalog included Ed2Go (vendor) classes as a regional non-credit distance education option. Non-credit training programs were offered with Rush county companies. The 5th Annual Manufacturing Forum in Connersville was held.

Chancellor Steck shared that Governor Kernan announced the expansion of the community college system to Ivy Tech's 23 campuses statewide and that Vincennes University will no longer be involved with the operation of the community college. Over the next year, Ivy Tech will make the transition to full operation as a community college including a name change to Ivy Tech Community College of Indiana. Steps that must be taken include approvals from Ivy Tech and VU boards of trustees, the policy committee of the Community College of Indiana, the State Budget Committee, and the state's Legislative Council before going to the Indiana General Assembly. VU plans to offer five four-year programs that are targeted to the state's workforce needs: bachelor's degrees in nursing; technology; law enforcement and homeland security; healthcare administration; and education (special education and secondary math and science). Ivy Tech will inherit the Associate of Arts and Associate of Science degrees in Liberal Studies that were provided by VU in the community college initiative. Among areas to be strengthened as the College moves to a comprehensive community college are the associate of arts degrees and student life.

State Trustee Goins complimented the Governor on presenting the case about dissolving the partnership and Ivy Tech taking over operation as the community college. All the players were in attendance, and it was felt that the decision was good for both of the institutions. Trustee Goins also commented on the timeline. A policy meeting will take place next week as well as the state trustees passing the required resolution (VU trustees are meeting on the same day and should also approve a resolution) then it will go to the State Budget Committee. The State

Trustees are very proud to be Ivy Tech Community College of Indiana. Trustee Goins added that now we are back to worrying about size. The SGA groups are meeting to discuss student life issues. No new resources for this change are contemplated. Governor Kernan expects tuition revenue and enrollment growth appropriations to meet the financial needs.

Chancellor Steck provided an update on IIS (Integrated Information System). The College's administrative system (Student Information System, Human Resource System, Financial Records System) has been in place since the late 1980's. It is out-of-date and needs to be replaced for a variety of reasons. A study was conducted that recommended replacement of these systems. The President formed a committee and selection task force to move forward with this initiative. A budget of \$13 million was established to purchase, implement, and additional soft costs of a new system. The goal is to have a recommendation on vendor(s) and implementation to the President and State Trustees by March 2005. Chancellor Steck is chairperson for the committee. Information on this project will be made available on an IIS website, in the Inside Ivy Tech publication, and through the many work groups formed to investigate issues. These types of systems are often called ERP (Enterprise Resource Planning), but it was decided to call the initiative IIS to better identify the work being undertaken.

Action Items

Chair Gibson called on Steve Tincher, Dean of Academic Affairs, to review the executive summary for Resolution Number 2004-6, Approval of Associate of Science in Radiologic Technology. Roger Preston, Director of the School of Radiologic Technology at Reid Hospital, and Idris Bond, Division Chair of Health of Public Services, joined Dean Tincher in summarizing the partnership for offering this degree. Of the 81 credit hours required for the A.S. degree in Radiologic Technology, 18 general education courses and 9 technical core credits provided by Ivy Tech Region 9 will be prerequisites to Reid's Radiologic Technology Program. After successful completion of Reid's program and the National Registry Examination, students will be awarded the remaining 54 professional/technical core credits of the A.S. in Radiologic Technology curriculum. Mr. Preston commented that this should be smooth and seamless, and that Reid Hospital is excited about the opportunity to pool resources to benefit the community and the hospital. This partnership leverages the resources of both institutions. Trustee Bennett made the motion to approve Resolution Number 2004-6; Trustee Stidham seconded the motion and the motion carried unanimously.

Kara Monroe, facilities director, reviewed the executive summary for Resolution Number 2004-5, Approval of Johnson Hall Technology Package. The technology package bid is for the purchase of data/telecommunications and media technology for Johnson Hall, and was placed for bid on September 13, 2004. Two bids were received. Approval is requested from the regional board (and then the state board) to issue blanket purchase orders, and execution of contracts thereafter, at an amount not to exceed \$1,492,469 from Matrix Integration; the lower and best bidder. This cost was an estimated item in the original budget, and bids were close but a little higher than estimated. A technology furnishings package will come later. Trustee Miles made a motion to approve Resolution Number 2004-5; Trustee Huff seconded the motion and the motion carried unanimously.

Kara Monroe continued by reviewing the executive summary for Resolution Number 2004-4, Approval of 2004-2005 Regional Operating Budget. The budget approved at the August 5, 2004, meeting was in error by \$1,981. After the technical adjustment, the total general operating base budget allocation for the 2004-2005 fiscal year is \$7,222,705. Trustee Huff made a motion to approve Resolution Number 2004-4; Trustee Bennett seconded the motion and the motion carried unanimously.

Discussion Items

There were no items for discussion.

Information Items

Chair Gibson called on Kara Monroe, facilities director, for an update on the construction projects. Kara Monroe shared that at its September 17 meeting (hosted by Ivy Tech Region 9) the State Budget Committee approved funding in the amount of \$8.78 million for Phase 2 of the Richmond construction project. The project will go to bid in December 2004; regional and state board consideration will be requested in February 2005; the groundbreaking is planned for March 15, 2005; occupants of McDaniel Hall will be moved out for final construction efforts on November 30, 2005; the project should complete by November 2006; and classes offered in the renovated building for spring 2007.

An update on Phase 1, Johnson Hall, included that all the design and re-bracing work has been completed. We are still working with the architect's office and construction management team to determine the costs and payment system associated with this issue. The roofing crew is finishing flashing on high roof and will start low roof as soon as materials are on site. It is anticipated that the structural steel at the first floor wrap around will complete by October 8. Concrete at east end of building is being poured. This will complete approximately 75% of the concrete on this half of the building and some pours on wrap around. Prep work including under-slab electrical rough-in at west end should be completed in two weeks with concrete to be poured. Fireproofing of the columns and beams on first floor, east end will continue; core areas are already complete. Masonry on interior of third floor is 97% complete, on second floor is 95% complete and on the first floor mechanical room will start next week. Dry wall on the third floor will also start next week. All "flat" windows are in except one window at both the second and third floors on the north face; these will remain open for access to the project. Radius windows will be installed late October on the south and first of November on the North.

Future Meetings and Important Dates

The State Board of Trustees meeting will be held on October 14, 2004, in Indianapolis. The Annual Trustees and Directors Conference will be held on October 14-15 following the board meeting.

A Trustees Appreciation Dinner is scheduled for November 11, 5:30 p.m., at Forest Hills Country Club.

The next Region 9 Board of Trustees meeting is scheduled for December 2, 2004, in the Annex boardroom.

Adjournment

Chancellor Steck announced that Idris Bond was honored as Woman of the Year at the YWCA Leadership Awards banquet. The awards celebrate the contributions of women to the community.

Chair Gibson offered her thanks and appreciation to everyone at Region 9 on both phases of the expansion and renovation project. Trustee Gibson and State Trustee Goins provided a cake for the meeting in celebration.

Chair Gibson continued by recognizing Steve Tincher and Kim Thurlow for their work with the Connersville Advisory Committee.

Chair Gibson presented trustee reappointment letters/certificates to Trustee Miles and Trustee Stidham. Trustee Slonaker will receive his certificate at the next meeting.

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

Rebecca Gibson, Chairperson

P. Steven Slonaker, Secretary

Dated December 2, 2004

Prepared by Stella Davis CPS/CAP, Recording Secretary