

MINUTES OF MEETING

Ivy Tech Community College of Indiana Region 9 Board of Trustees

October 6, 2005

The October 6, 2005, 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, Joe Meyer, Steven Slonaker and David Stidham

Trustees Absent: Ellen Bennett, James Koons and Malcolm Miles

Also in attendance: State Trustee William Goins, Chancellor James Steck, Gene Ayton, Kara Monroe, Diana Pappin, Sabrina Pennington, 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 August 4, 2005, Board meeting. Trustee Slonaker made a motion to accept the minutes as mailed; Trustee Meyer 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, referred to the July 29, 2005, report. At this point in the year, the operations fund normally reflects a partial budget. Total budget will be reflected on the August 31, 2005, report. Other revenue is on target. Student fees are in line with previous year. Student fee receivables are due ten days before the first class of the term. Aged receivables are reflected in the student fees amount. Several purchase orders were listed with amounts over \$5,000 which is not uncommon at this time in the fiscal year.

Kara Monroe continued with the August 31, 2005, financial report. The operations fund reflects the adjusted budget. The carry forward should be received in September. Other revenue is still on track or just a little under. The planning and construction funds balance for McDaniel Hall shows an increase due to the adding in of interest income. Several encumbrances on purchase orders over \$5,000 were listed, again due to new fiscal year beginning.

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

Chairman's Report – Foundation Committee

Trustee Stidham, chair of the Foundation Committee, reported that the committee met to decide the best approach for the Lilly Endowment Phase 2 initiative. Since it is a small amount for a campaign but significant for the college, the group elected to seek a few larger gifts to cover the match amount. The committee has an interest in the proceeds being used for scholarships, perhaps minority scholarships; but the donor could have a bearing on how the funds are used. It was decided to use the naming rights on the auditorium as the focus for the "ask." Prospective donors have been identified, and one direct solicitation has taken place. If a donation can be set up by the end of the year, it could possibly be claimed as a tax deduction in both 2005 and 2006.

Administrative Report

Chancellor Steck called on Kim Thurlow, executive director of workforce and economic development, for an announcement on the department name change. Workforce and Economic Development (WED) has replaced what was called CCES (Corporate and Continuing Education Services). The name change reflects the College's desire to meet the challenge to strengthen workforce development and to fulfill the new mission given to the College by Senate Bill 296. The Governor's office and the General Assembly have singled out Ivy Tech to be the primary instrument for workforce development in the state. Even though the name is new, what is not new is that the department has worked in the training field for years. It is a renewed effort, new energy applied to the Governor's approach to work on specific sectors. The name change was effective October 1. Dr. J. Robert (Rob) Jeffs, former chancellor of Region 6, has been named as the new department's executive director. Kim Thurlow has been in contact with the local Economic Development offices regarding the announcement of the new department (name change) and its continued services.

Chancellor Steck called on Sabrina Pennington, dean of student affairs, for an enrollment update. Region 9 fall FTE statistics for ten-day count 2000 – 2005 were charted and reflect a 59.3% of increase. For the same time period, fall 2000-2005, there was a 36.2% of increase in headcount. fall semester enrollment as of October 4 was 1887 headcount, down 2.0%, and 1009.13 FTE, up 6.0% from 2004 fall end-of-term. Dual credit enrollment had not been entered yet. Fall enrollment sets a benchmark as the first time FTE has hit or surpassed 1,000.

Chancellor Steck called on Diana Pappin, executive director of resource development/public relations, to share an employee community service audit. Ivy Tech Region 9 employees serving on community committees have created an outstanding reputation of goods skills and getting the work done. An internal survey was initiated to identify where employees are volunteering and doing community work to ensure that all the community organizations where Ivy Tech needed representation had employee representation. Chancellor Steck stated he was very proud of the employee community involvement. With only 88 full-time employees, the level of involvement speaks highly of the Region 9 employees.

Chancellor Steck called on Steve Tincher, dean of academic affairs, for an update on dual credit. The Commission for Higher Education (CHE) issued a preliminary draft policy on dual credit courses taught in high schools by high school faculty for discussion at its October meeting. The policy states that postsecondary campuses shall take appropriate steps to ensure that dual credit courses are of sufficient quality and rigor to qualify for college credit. Secondary students taking dual credit courses shall meet the same academic prerequisites; use the same course syllabi, textbooks, class assignments, equipment, and examinations for taking those courses as apply to students taking the course on postsecondary campus. The draft policy is significantly more focused on instruction with responsibilities for mentoring, faculty credentials, ensuring professional development opportunities for faculty, and mechanism for evaluating and documenting the performance of students who complete dual credit courses. Last spring legislation passed stating that the secondary institutions shall adopt policies to implement the program. So there are two initiatives regarding dual credit: the draft policy from the CHE and the implementation of the new legislation. Chancellor Steck shared that the impact to the Region will be financial (additional resources needed to implement policy) and the current relationships with secondary schools. (The draft policies will not affect the technical courses taught on the Ivy Tech campus.)

Chancellor Steck announced that Vice President/Chancellor Jon Rupright has announced his retirement at the end of the year.

Chancellor Steck continued with the announcement that Kara Monroe has been selected by Ball State University as a recipient of the "GOLD" (Graduate of the Last Decade) award. This award recognizes outstanding activities, achievements and contributions over the past decade. Congratulations were expressed.

Action Items

Chair Gibson called on Kara Monroe to review the executive summary for Resolution Number 2005-7, authorization of purchase of equipment and furnishings for Johnson Hall. The regional board did approve a resolution for authorization of purchase of equipment and furnishings for Johnson Hall (Resolution Number 2005-6) at its last meeting which was to be completed with bid information and taken to the Executive Committee of the State Board meeting for final approval. The resolution received State Board approval but the Executive Committee met prior to its regularly scheduled time and the Region could not finalize the bid information before that meeting occurred. Resolution 2005-7 contains bid information and needed regional board approval to forward to the State Board for action at its October meeting. Kara Monroe shared that nine bids from seven vendors were received. The bid opening took place on September 26. Information on vendors was shared. The lowest bid did not meet specifications/quality expectations. Funding for purchase of the equipment and furnishings is in the project budget and will be supplemented with carry forward funds as necessary. There is no lead time on purchase; items are basic inventory and should be available upon ordering.

Trustee Stidham made a motion to approve Resolution Number 2005-7 as stated; Trustee Meyer seconded the motion and the motion carried unanimously.

Discussion Items

Chair Gibson extended her compliments to Kim Thurlow on the presentation made to Roots for customized training. Additional compliments were extended on a great advisory committee meeting in Connersville.

State Trustee Goins shared that Visteon now has a contract and it appears there will be a new direction in some training—more technical training.

Information Items

Chair Gibson called on Kara Monroe, facilities director, for an update on the construction projects. Kara Monroe shared:

Update on Phase 1, Johnson Hall: The technology wiring has been installed, levels two and three are 95% complete with punch lists issued, and level one carpeting/flooring is 50% complete with final paint in progress. North stairs drywall is complete. Landscaping is in progress. Richmond Power and Light has put in pole bases. There will be a slight delay with the auditorium seating. Due to an ordering error, the auditorium seating will be installed in January after move in has been completed. It is hoped to move some people to Johnson Hall on October 31, then at Thanksgiving and Christmas breaks.

Update on Phase 2, McDaniel Hall: Exterior brick is 80% cleaned. Floor slabs poured and to be sealed next week. Roof is 85% complete. Richmond Power and Light has pulled new service and set new transformer with cut over to new service scheduled for late fall. Fiber optic cable has been pulled between Johnson Hall and McDaniel Hall.

Kara Monroe announced the 9th Edition bookstore opening event on December 12 at 10:00 a.m.

Chancellor Steck continued by reporting that the College received an offer from LW Clinton's insurance company that was well below the claim submitted. The use of mediation was recommended and the parties have agreed to a one-day mediation session to be scheduled for the first week of November. A mediator and both parties will meet in a single room to discuss the claim then the mediator will go between the two parties attempting to bring resolution.

The Region continues to work with IU East on the front entrance signage (at Horizons Parkway and Chester Boulevard) and way-finding signage. In November/December, "Ivy Tech Community College" will be placed on the north face of Johnson Hall. The signage for view from I-70 has not progressed and Indiana University is to redraw/redesign some signage for consideration.

Future Meetings and Important Dates

The State Board of Trustees meeting will be held on October 13, 2005, in Indianapolis. The Annual Trustees and Directors Conference will be held on October 14, 2005.

The regional Trustees Appreciation Dinner will be held on November 17, 5:30 p.m., at Forest Hills Country Club.

The next Region 9 Board of Trustees meeting is scheduled for December 8, 2005, at Johnson Hall.

Adjournment

Trustee Stidham made a motion to adjourn the meeting; Trustee Meyer seconded the motion. Chair Gibson adjourned the meeting at 5:35 p.m.

Rebecca A. Gibson, Chairperson

P. Steven Slonaker, Secretary

Approved December 8, 2005

Prepared by Stella Davis CPS/CAP, Recording Secretary