

## **MINUTES OF MEETING**

Ivy Tech Community College of Indiana  
Region 9 Board of Trustees

December 7, 2006

The December 7, 2006, Board of Trustees meeting was held in the Ivy Tech, Lingle Board Room, 2357 Chester Boulevard, Richmond. Chair Gibson called the meeting to order at 4:00 p.m.

### **Trustees Roll Call**

The following Region 9 Trustees were present: Ellen Bennett, Rebecca Gibson, Malcolm Miles, Steven Slonaker, David Stidham and John Webb.

Trustees unable to attend: Joe Meyer.

Also in attendance: State Trustee William Goins, Chancellor James Steck, Kara Monroe, Diana Pappin, Sabrina Pennington, Kim Thurlow, Steve Tinchler and Stella Davis.

### **Notice of Meeting**

Formal notice of the meeting was verified.

### **Meeting Minutes**

Chair Gibson called for action on minutes of the October 5, 2006, Board meeting. Trustee Slonaker made a motion to accept the minutes as mailed; Trustee Stidham 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 September 29, 2006 financial report and stated the operations fund balance as \$3,408,166. Other revenue year-to-date actual was \$218,504; revenue was stated as 55% received with 25% of year passed. Student fee accounts receivable was \$259,568. This was the first month of the fiscal year for the Perkins grant to be listed under sponsored programs. Also under sponsored programs, a notation of salary incorrectly charged to the Lilly-Intellectual Capital-Student account was processed during September resulting in a decrease in encumbrances and expenditures. The Johnson Hall project account had a balance of \$639,083 with a contingency status balance of zero. The McDaniel Hall project account had a balance of \$765,792 with a contingency status balance of \$418,800. Purchase orders over \$5,000 were listed.

The October 31, 2006 financial report showed an operations fund balance of \$3,295,600. Other revenue year-to-date actual collected was \$290,104; revenue was stated as 73% received with 33.3% of year passed. Student fee accounts receivable was \$188,219. The Johnson Hall project balance was \$606,666 with a contingency status balance of zero; and the McDaniel Hall project balance was \$699,706 with a contingency status balance of \$418,800. (The McDaniel Hall contingency balance at project's end will be used for furniture, equipment and miscellaneous items related directly to the construction project.) Purchase orders over \$5,000 were listed.

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

In answering a question regarding the claim amount to LW Clinton, Kara Monroe responded that there are two contractors the Region is still dealing with to resolve claims; and those claim amounts are budgeted in the project account. The administration is hopeful that both claims will be resolved and final details can be shared with the Board in February or April 2007.

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

Trustee Stidham, chair of the foundation committee, announced there was one pledge to be collected before December 31 to close out the Lilly Phase 2 initiative.

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

Trustee Slonaker, chair of the nominating committee, welcomed new trustee, John Webb, to the Board. Trustee Webb shared some information about himself and his family. Orientation sessions with Chancellor Steck and with members of the Chancellor's Cabinet took place in October.

### **Administrative Report**

Chancellor Steck called on Sabrina Pennington, dean of student affairs, for an enrollment update. FTE enrollment from fall semester 2000 compared to fall semester 2006 has increased 91.01%; headcount enrollment has increased 63.77% during that same time. Fall semester 2006 enrollment as of December 7, 2006 was 2378 headcount, up 18.5%, and 1219.40 FTE, up 16.6% compared to fall 2005 end-of-term enrollment. Spring semester enrollment (unpaid) as of December 5, 2006 was 1383 headcount, up 7.1%, and 794.30 FTE, up 8.0% compared to same time last year.

Dean Pennington continued by sharing information on the Region 9 Ivy League, a new opportunity for students to develop leadership skills. Performing in the role of student ambassadors, the Ivy League student leaders will facilitate the development of retention activities such as New Student Orientation and Welcome Week while developing their own professional and personal leadership capabilities. The Ivy League group will receive training to assist in front-line or pre-advising at orientation sessions and will help students with general information on the first day of classes.

Chancellor Steck called on Diana Pappin, executive director of resource development, for information on the life insurance presentation by Charles Harris, Vice President of Ivy Tech Foundation. The presentation will be held during a brown bag lunch on January 18, 2007, and will give details in using life insurance for making charitable gifts. The employee community is the target audience, but it is open to anyone with interest.

Chancellor Steck called on Kim Thurlow, executive director of workforce economic development, for an update on the regional visit by Dr. Rob Jeffs, Vice President of Workforce Economic Development. This was the second formal visit by Dr. Jeffs, and it was very positive. Dr. Jeffs met with Kim, Dean Tincher and Chancellor Steck. After the meeting, Kim and Dr. Jeffs conducted two client visits: AutoCar in Hagerstown and Hills Pet Nutrition in Richmond. Bob Hansen, manager of business retention and expansion, of the Economic Development Corporation of Wayne County joined them for the visit to AutoCar.

Chancellor Steck called on Steve Tincher, dean of academic affairs, for an update. Dean Tincher reported on secondary initiatives that are currently in place and under development.

Initiatives currently in place:

- *Dual Credit Program* – Ivy Tech Region 9 has high school based technical/program course dual credit agreements with every high school in the Region’s five-county area. Additionally, college based dual credit course agreements for First-Level Health and Early Childhood Education courses are in place with Richmond Career Center.
- *Take a Course on Us* – This program links to the new Core 40 academic honors and technical honors diploma options by providing the opportunity for students to earn credit in applicable Ivy Tech courses. WorkKeys is identified as one of the options students have for meeting the technical honors diploma.

Secondary initiatives under development:

- *New Dual Credit Policy* – Current technical/program course dual credit agreements will be rewritten beginning in the spring 2007 term to incorporate the Indiana Commission for Higher Education’s new Dual Credit Policy. Ivy Tech Region 9 will also explore the possibility of high school based dual credit for general education courses.
- *Fast track* provides an opportunity for students to earn a high school diploma and college credits via enrollment at Ivy Tech. The high school diplomas will be issued through the Department of Education. The curriculum has been endorsed by the Indiana Department of Education. Fast Track students will be assessed for placement in academic skills advancement courses or program level courses. To participate in Fast Track, students in 17-19 age range need approval of their high school. These students will be in the high school enrollment count for state funding.
- *Early College High School* – Richmond High School and Connersville high School have applied for an Early College High School planning grant. Ivy Tech is identified as one of the higher education partners. An Early College model typically incorporates higher education program curricula.
- *Academic Resource Centers* – Ivy Tech Region 9 is exploring the possibility of implementing an Academic Resource Center (ARC) structured similar to the Sinclair Community College ARC project. The centers are located in high schools and provide computer based tutorial instruction focused on students achieving placement assessment for college level math and English courses. The ARC course is a component of the students’ high school course schedules. The ARC could also be utilized for on-line college based dual credit courses. Chancellor Steck added that this initiative directly correlates with the NCHEMS study recommendation on the need to build bridges with secondary institutions.

Dean Tincher continued by sharing the approved reorganization of academic programs to “Schools” rather than Divisions. Chancellor Steck chaired a statewide Program Reorganization Committee that developed the new program structure recommendation. A summary document was shared that illustrated the current division structure and the new organization structure that is effective fall 2007. Another document was distributed with details on the schools, programs/concentrations and departments relative to the College and Ivy Tech Region 9 offerings. The structure includes Workforce and Economic Development as a separate unit. The Department of Academic Skills Advancement and the Department of Secondary-College Initiatives area also included in the reorganization structure as significant initiatives of the College.

Six new Liberal Arts concentrations are in development: English and Communications, Foreign Languages, Humanities, Life and Physical Sciences, Mathematics, and Social and Behavioral Sciences. This links to the Indiana transfer legislation regarding identification of 70 courses and 12 programs that are transferable to all Indiana public higher education institutions by June 2007. The new Liberal Arts concentrations along with the Criminal Justice program and the Nursing Program will support the transfer mandate.

### **Action Items**

Chair Gibson called for action on Resolution Number 2006-8, Approval to Increase WED/Other Miscellaneous Revenue. Kara Monroe, executive director of finance, reviewed the executive summary that stated the regional operating budget, approved by the Regional Trustees in August, will change throughout the fiscal year due to receipt of revenue and that the WED/Other Miscellaneous Revenue line may be adjusted based on receipt of revenue and business projections for WED during the fiscal year. Based on revenue received to date and projections by the WED department, the Region requested an increase to the WED/Other Miscellaneous Revenue budget line of \$57,500. This would bring the WED/Other Revenue line to \$455,000. Kim Thurlow shared it was critical for WED to add staff to meet the expectation for increase in support of Strategic Plan 2010 and to work with the newly launched MSSC initiative. State Board approval is not required for this adjustment to the budget. Trustee Bennett made a motion to approve Resolution Number 2006-8; Trustee Stidham seconded the motion and the motion carried unanimously.

### **Discussion Items**

None

### **Information Items**

Chair Gibson called on Kara Monroe, facilities director, for an update on the McDaniel Hall construction and other campus projects. A small delivery of furniture for McDaniel Hall was received with the bulk arriving next week. The process of cleaning up the building is taking place for the move in to start on December 18.

The connector road between the campus and Reid Hospital has been nearly completed but will remain closed for security reasons for Reid Hospital during its construction period. The front entrance signage work has begun and there is the assumption that the sign will be completed by year’s end. This sign will hold three names: Indiana University East, Ivy Tech Community College and Purdue School of Technology.

The I-70 signage will be a repeat of the front entrance signage with the addition of Reid Hospital and with a flag array. There is the hope for final documentation on design and production before January so that construction can begin early in the spring.

The Connersville parking lot bid has been awarded to Milestone. This project will commence in the spring.

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

The State Board of Trustees meetings will be held on December 14, 2006 at the Radisson Downtown in Indianapolis. Trustee Stidham has been invited to talk to the State Trustees regarding the gift he and his wife made to the College. Trustee Gibson will also attend the State Trustees meeting.

The next Region 9 Board of Trustees meeting is tentatively scheduled for February 1, 2007 at McDaniel Hall.

### **Adjournment**

Chancellor Steck reported on the retirement reception for Idris Bond Smith that was held on Sunday, December 3, and thanked Trustee Gibson and State Trustee Goins for attending.

Trustee Slonaker announced that the Learning Corporation held a discussion on hosting an Education Summit acknowledging the 5-year anniversary of the corporation. The Learning Corporation came out of the recommendations of the NCHEMS Study.

Trustee Slonaker made a motion to adjourn the meeting; Trustee Webb seconded the motion. Chair Gibson adjourned the meeting at 5:45 p.m.

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Rebecca A. Gibson, Chairperson

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P. Steven Slonaker, Secretary

Approved February 8, 2007  
Prepared by Stella Davis CPS/CAP, Recording Secretary