



Ivy Tech Community College of Indiana – Northwest  
Gary, Valparaiso, East Chicago, Michigan City

## **Regional Board of Trustees Meeting Minutes**

July 15, 2015 | 1:00 PM | Room 205

East Chicago Campus | 410 E. Columbus Drive | East Chicago, IN 46312

### **I. Call to Order**

Tim Stoner called the Northwest Regional Board of Trustees to order on Wednesday, July 15, 2015 at 1:02 p.m. in room 205 at the East Chicago campus, 410 E. Columbus, East Chicago, IN 46321.

### **II. Roll Call**

Trustees Present:

Tim Stoner  
Janet Seabrook  
Charles Weaver  
Peter Morikis  
Stuart McMillan

Trustees Absent:

Kris Emaus  
Heather McCarthy  
Andrew Kyres  
Peter Trinidad

A quorum was present.

### **III. Guests and Other Attendees**

Thomas Coley, Chancellor  
Louie Gonzalez, East Chicago Campus President  
Lisa Shaffer, Vice Chancellor Enrollment Management, Marketing, and Communications  
Margaret Semmer, Vice Chancellor Academic Affairs  
Marlon Mitchell, Gary Campus President  
Karen Vargo, ED Finance and Administration  
Cindy Hall, ED Resource Development, Northwest  
Mckechney Valeris, ED Computer and Technology Services  
Jannifer Crittendon, ED Human Resources  
Lisa Wenzel, Director, Special Projects  
Shelley Giorgio, Assistant to the Chancellor  
Karen Lauerman, President and CEO, Lake County Economic Alliance (LCEA)

#### **IV. Report on Notice of Meeting**

Notice for this meeting was sent to local media, posted on all four regional campuses, and announced on the college website under the Northwest region.

#### **V. Approval of Meeting Minutes**

##### **Approval of minutes from April 15, 2015**

Motion: Charlie Weaver

Second: Pete Morikis

Motion unanimously passes.

#### **VI. Chancellor's Report**

##### **A. East Chicago Campus Update**

1. The building, acquired in 1994, had about 350 students initially; enrollment is currently at about 2,000 students.
2. North building, purchased in 2013, is used for offices and classrooms.
3. Recent renovations in the main and north buildings include a new library and organic gardening containers used by the Hospitality program students.

##### **B. Lake County Economic Alliance (LCEA), Karen Lauerman, president and CEO**

1. Lakeshore and Crossroads Chambers worked together to establish a board to do business expansion and retention in Lake County.
2. The LCEA markets outreach to business at the state and national level to promote Lake County and create customized training programs for companies in the county. This creates opportunities for Ivy Tech students.
3. We need to do a better job of tracking student completers because workforce is a critical component of attracting business.
4. Currently, they are working with a new company moving into the area because of the location and transportation Lake County offers. Hoping to make the project a template for success.

##### **C. Enrollment Report: Lisa Shaffer, Vice Chancellor Enrollment Management, Marketing and Communication**

1. Spring 2015 Final
  - a. The internal redistribution of Distance Education numbers accounts for much of the drop in FTE for the Gary campus.
2. Summer 2015
  - a. Little to no non-revenue generating enrollment in Summer
  - b. Gary's large drop in FTE (-44%) correlates with DE moving from regional to state; course searches changed to student's home campus; online courses were redistributed
  - c. Drops for non-payment and no shows are complete, so there should be little change in the summer numbers.

3. Fall 2015

- a. We have approximately 7 weeks until the start of the Fall term.
- b. We are at roughly ½ of our target numbers; however, we typically see 25%-35% of our enrollment in the final month prior to the term start.
- c. Gary's FTE numbers (-34% change) continues to correlate with the systemic changes that we mentioned earlier.
- d. The last segment of each trend line will change/improve as we add enrollments before the start of the term on Monday, August 24<sup>th</sup>.

**D. Finance: Karen Vargo, ED Finance and Administration**

1. We received adjustments to summer revenue, student life fund, utilities, and receivables.
2. Revenues are 1% under budget; expenses are 2% over budget; deficit is about \$1M.
3. Actual write-offs are 13% lower than the proposed amounts. That is due to the stricter bookstore purchasing policy, collections, and the tax-intercept program.
4. The region was awarded \$1,720,542 in new initiative funding.

**Action Item:**

 **Purchases over \$20,000:**

Motion: Tim Stoner

Second: Charlie Weaver

Motion unanimously passes.

**Action Item:**

 **2015-16 Operating Budget: \$33,563,264**

Motion: Pete Morikis


Second: Charlie Weaver

Motion unanimously passes.

**E. Facilities Update: Karen Vargo, ED Finance and Administration**

1. Addition of Science Labs at the IUN/Ivy Tech Building
  - a. Northwest has the opportunity to add two additional science labs during construction of the IUN/Ivy Tech building. The cost would be much greater if the labs were to be added after construction is complete.
  - b. To avoid depleting the discretionary fund, a loan will be taken from the Foundation and repaid over four years with bookstore funds.

**Action Item:**

 **Addition of two science labs at the IUN/Ivy Tech building in Gary**

Motion: Charlie Weaver

Second: Pete Morikis

Motion passes. Five affirmative, one negative.

**F. Nursing Update: Margaret Semmer, Vice Chancellor Academic Affairs**

1. The ISBN (Indiana State Board of Nursing) visited and was extremely impressed.
2. The staff was well prepared and Vice Chancellor Semmer thanked all involved to make the visit a success.
3. Construction at the Crown Point site should be complete in early August.

**G. HLC Change: Thomas Coley, Chancellor**

1. HLC made a change in the credentialing requirements for dual credit instructors.
2. The school corporations feel the change will limit their ability to offer classes, but they will still have the option to do a faculty on loan from Ivy Tech.

**VIII. Adjournment**



**Adjournment**

Motion: Pete Morikis  
Second: Janet Seabrook

Motion unanimously passes.

Chair Tim Stoner adjourned the meeting at 2:41 p.m.

Respectfully submitted by Shelley Giorgio

Approved September 16, 2015