

**MINUTES OF THE MEETING OF THE STATE
BOARD OF TRUSTEES
IVY TECH COMMUNITY COLLEGE
December 5, 2019**

Chairman Terry Anker called the meeting of the State Board of Trustees to order at 1:00 pm at the Indianapolis Campus, 2820 N Meridian Street, Indianapolis, Indiana.

ROLL CALL

Chairman Terry Anker called the roll and the presence of a quorum was announced.

The following State Trustees were present:

Mr. Terry Anker, Chairman
Ms. Stephanie Wade, Vice Chair
Mr. Andrew W. Wilson, Secretary
Mr. Jesse Brand
Mr. Michael R. Dora
Ms. Kim Emmert O'Dell
Mr. Larry Garatoni
Ms. Marianne Glick
Ms. Gretchen Gutman
Ms. Paula Hughes-Schuh – via phone
Mr. Harold Hunt
Mr. Stewart McMillan
Mr. Steve Schreckengast
Mr. Kerry Stemler

The following Trustees were absent:

Mr. Bradley Clark

A. NOTICES OF MEETING MAILED AND POSTED:

Trustee Andrew Wilson, Secretary, confirmed that notices of the December 5, 2019, regular meeting were properly mailed and posted.

B. APPROVAL OF BOARD MINUTES:

Trustee Garatoni moved for approval of the minutes of the October 3, 2019, board meeting. Trustee Dora seconded the motion and the motion carried unanimously.

C. COMMITTEE REPORTS:

Item 1

Chairman Anker reported the Executive Committee met on November 15, 2019, seeking approval of the request to sell Ivy Tech Foundation Property in Muncie.

Annex Property at Muncie Campus

- In 1998, the Foundation acquired the property, and there is currently no debt on the property.
- The Annex and Maintenance Buildings are located at 3651 South Cowan Road, in Muncie. The property consists of three buildings situated on 3.44 acres.
- At the October State Board of Trustees Meeting, Resolution 2019-33 requested the Ivy Tech Foundation to sell the property.
- An offer of \$249,000 was received. The building and property are appraised at a value of \$235,000.
- State Board of Trustee approval is needed to request the Ivy Tech Foundation to accept the offer and proceed to closing.
- Waiting until December State Board of Trustees meeting delays the buyer from inspections, Phase I, and financing.

The Committee unanimously approved **Resolution 2019-51, Approval of Request to Sell Foundation Property in Muncie.**

Item 2

Chairman Anker called upon Trustee Gretchen Gutman, Chair of the **Audit Committee** to give a report from the committee. Trustee Gutman reported there are no action items from the Audit Committee. The Audit Committee discussed the reports to the confidential hotline, an update on pending litigation, and a cybersecurity report.

Discussion around the entrance conference related to the financial and federal compliance audits that occurred in August and the exit conference for the financial statement audit that took place in November. The College received an unmodified opinion on the financial audit. The exit conference for the federal compliance audit is scheduled for the week of December 9, 2019.

They reviewed the audit schedule for 2019-20, the three-year audit plan, and internal audit reports that had been issued since the last meeting.

Item 3

Chairman Anker called upon Trustee Michael Dora for a report from the **Academics & Student Experience Committee**. Trustee Dora reported there are no action items for approval. Cory Clasemann-Ryan, Vice President for Student Success provided an update on required advising,

which began this fall for classes beginning in spring. All students who are in good standing and have a current academic plan have been sent their PIN, while the remaining students will need to meet with an advisor to register for classes. Each campus has developed a plan for increasing advising capacity over the next month to accommodate students needing to sign-up for spring courses.

Rebecca Rahschulte, Vice President for K-12 Initiatives and Statewide Partnerships, updated on K-14 Initiatives and Statewide Partnerships. An overview of the purpose, standards, and timeline for National Alliance of Concurrent Enrollment Programs (NACEP) accreditation was provided with a goal for the College to submit the pre-application in October/November 2020. Strategic teams (Hub Implementation Team, K-14 Transformation Subteams, and Strategy 3.2 Tactical Teams) are addressing statewide consistency across processes and procedures such as MOUs, professional development, and site visits. Efforts will be led by a NACEP Executive Team and a NACEP Steering Committee comprised of representatives from each of the College's 18 campuses.

Clasemann-Ryan provided an overview of Ivy Tech's recent student success report that was submitted to CHE. This is the fourth year Ivy Tech has submitted an annual report, which detailed how the College is working to restructure its student services and support areas to increase completions for all students.

Clasemann-Ryan, Ginny Leonard, Director of Student Success and Retention, and LaKeisha Williams, Assistant Director of Student Success and Retention, presented on I-SUCCEED, which is a program that provides coaching and financial incentives to students to help them stay enrolled full-time and graduate. The program is currently at the Bloomington, Indianapolis, and Kokomo campuses.

Kathryn Stremiecki, Executive Director for Student Life and Development, and Wraparound Services, spoke about the Ivy Tech Student Leadership Academy. This 20 contact hour leadership development program is offered to students during the fall semester. Through the program, students learn leadership skills, professional skills, and the history and traditions of the College. Ten to fifteen students from each campus are selected to participate in the program, depending on the size of the campus. During the Fall 2019 application process, nearly 775 students applied to participate for 230 participant spots. The program boasts a 95% Fall 2018 to Spring 2019 retention rate.

Item 4

Chairman Anker called upon Trustee Andrew Wilson for a report from the **Workforce Alignment Committee**. Sr. Vice President for Workforce and

Careers Chris Lowery and members of his senior leadership team presented updates on various Workforce and Careers initiatives:

- Over \$3M in external funding has been secured to date for the initial implementation of the Career Coaching and Employer Connections (CCEC) initiative; an additional \$8M in funding is pending and other discussions are taking place (at varying stages), including with Lumina, Strada, and the Gates Foundation.
- The hiring of CCEC staff is in process, with executive directors at the Systems Office and alpha campus levels anticipated to be filled by late December 2019 and other positions (coaches, employer consultants, and career experience coordinators) by January 2020. A Resource Toolkit and technology platform for the Career Action Plan are being further developed for use with students starting this spring, and other possible technology solution discussions are ongoing with Strada.
- Ivy Tech is partnering with Purdue University as an educational provider in its cybersecurity apprenticeship program (P-CAP) funded by the US Department of Labor. Efforts are underway to explore P-CAP pathways for Ivy Tech students as well.
- Ivy Tech is partnering with The Multi Agency Academic Cooperation (MAAC) for Emergency Services Training facility in Valparaiso to align our degree curriculum and credit crosswalks with MAAC training. The partnership will allow the College to utilize fire equipment at the MAAC facilities for hands-on training for our students and provide MAAC program trainees the opportunity to receive academic credit and continue through degree completion at Ivy Tech.
- Under the Interdisciplinary Degree program, companies are increasingly creating stackable CT and TC pathways for their employees and also incorporating the CTs and TCs in apprenticeship programs. Some examples of employers are Berry Plastics, Ardagh, Beldon, and Caterpillar.
- Ivy Tech continues to pursue multiple avenues for obtaining industry-recognized certification completion data in order to count high-value certifications in our 50,000 credential completion goal and to inform our understanding of student pathways and workforce outcomes. High value is determined by whether the certification is linked to a high-demand Ivy Tech program and occupation. In order to be included, the certification completion data are readily available and reliable. For the 2018-19 academic year, the College will include 7,617 certification completions in the completion metric (at both the campus- and college- levels).

Item 5

Chairman Anker called upon Trustee Kerry Stemler for a report from the **Human Resources & Operations committee**. Trustee Stemler reported there are no action items for approval.

The committee received a report from Michelle Simmons and Chad Bolser, the two vice presidents for operations, about the work of the Operations team in supporting campus leadership teams. Their report focused on the semi-annual campus updates where each of our 18 Chancellors and their Cabinets meet with President Ellspermann and her Cabinet. The most recent updates center were held in November and center on each campus' performance on the metrics, including a root cause analysis when metrics are not met, and how the Systems Office team can support the campus in achieving the metrics moving forward. The second part of their report addressed the deeper level of support for campuses when metrics aren't met for two consecutive years. The Operations team is working with three campuses to more fully develop this process and support metric attainment moving forward.

Interim Vice President Doran Moreland provided an update on the work that the College is doing in building Diversity, Equity and Belonging elements into student and employee functions of the College. Starting with accountability through Goal 8 of the Strategic Plan, the College is committed to understanding the individual needs of the students while meaningfully addressing employee satisfaction. Moreland introduced Doneisha Posey, the College's newly hired Executive Director of Employee Diversity, Equity and Belonging. In the coming weeks, statewide processes for diverse hiring and promotion will be introduced, trainings focused on educational and racial equity will be identified for campus and administrative leadership, and student feedback will be collected and analyzed to create interventions for student success. Each of these efforts will be pursued to support the College's vision of awarding 50,000 high-quality certifications, certificates, and degrees annually.

Item 6

Chairman Anker called upon Trustee Jesse Brand for a report from the **Budget & Finance committee**. Trustee Brand reported there are two action items for approval. The committee received Fiscal Year 2019 update

Trustee Brand moved for approval.

Resolution 2019-52, Approval of Accounts Receivable Write-Offs for the Fiscal Year Ending June 30, 2019

Trustee Garatoni seconded the motion and the motion carried unanimously.

Trustee Brand moved for approval.

Resolution 2019-53, Approval of Appirio, INC. Contract Services

Trustee Garatoni seconded the motion and the motion carried unanimously

Item 7

Chairman Anker called upon Trustee Steve Schreckengast for a report from the **Building and Grounds Committee**. Trustee Schreckengast reported there are four action items for consideration and approval. The committee received an update on the status of the Columbus capital project and on State Board approved contracts, XBE spend.

Trustee Schreckengast moved for approval.

Resolution 2019-54, Approval to Transfer Property to Muncie Schools, Muncie Campus

Trustee Wade seconded the motion and the motion carried unanimously.

Trustee Schreckengast moved for approval.

Resolution 2019-55, Approval to Enter Into an Easement Agreement, with the City of Evansville for Permanent Water and Sanitary Sewer, Evansville Campus

Trustee Wilson seconded the motion and the motion carried unanimously.

Trustee Schreckengast moved for approval.

Resolution 2019-56, Approval to Accept Offer for a Residential Property, Elkhart Campus

Trustee Hunt seconded the motion and the motion carried unanimously.

Trustee Schreckengast moved for approval.

Resolution 2019-57, Approval to Request State Trustees Authorize Alternate Delivery Method to Complete Kokomo Construction Project, Kokomo Campus

Trustee Garatoni seconded the motion and the motion carried unanimously.

Item 8 Chairman Anker called upon Trustee Stephanie Wade for a report on the **Marketing and Public Relations Committee**. The Marketing and Public Relations Committee, heard from Kelsey Batten, Assistant Vice President Marketing & Communications.

The committee learned about the results of the 2018-2019 statewide digital campaign performance in which the College generated more than 10,000 applications, 15,000 click-to-chats, and 5,000 click-to-calls.

Additionally, Batten presented the 2019-2020 statewide digital campaign tactics and approaches including remarketing, AYD geofencing, focus on those with some college, no degree, etc.. Lastly, Batten reviewed the year-to-date statistics on statewide social media, the Ivy Tech website and earned media.

D. TREASURER'S REPORT:

Chairman Anker called upon Matt Hawkins, Sr. Vice President/Chief Financial Officer, to provide the Treasurer's Report.

Matt Hawkins noted that the State Board of Accounts financial statement Audit for Fiscal Year 2019 received an unmodified opinion. For fiscal year 2020, the College's current operating overall revenue is on target. There is concern about the compositions of revenue, as tuition revenue is down compared to budget. Hawkins will closely monitor this in the coming days and weeks. Fiscal year 2020 expense is trending below budget by about \$4M, due primarily to compensation.

Trustee Wilson moved for approval of the Treasurer's Report. Trustee Dora seconded the motion and the motion carried unanimously.

E. STATE OF THE COLLEGE

Chairman Anker called upon President Ellspermann to provide State of the College. President Ellspermann called Sr. Vice President/Chief Operating Officer, Andy Bowne to provide update on 2018-2019 Metrics and Vice President for Student Success, Cory Clasemann-Ryan, to provide a corresponding retention update.

President Ellspermann then provided updates on IvyOnline, Single Moms Design Challenge and announced Faculty Council Chair, Jennifer Dennis Schaefer, Vice Chair, Thomas Chester and Secretary Leighann Rehtin.

President Ellspermann provided an overview of the Community Perception Survey work conducted by BBC on behalf of Ivy Tech.

Chancellor Kathy Lee introduced their community partner, the Boner Center and the Apartment Maintenance Training program that is conducted in partnership with Ivy Tech. The John Boner Neighborhood Centers (JBNC) inspires neighbors and partners to improve the quality of life on the Near Eastside by providing tools for change and growth. Ivy Tech and JBNC have partnered to create an apartment maintenance technician training program.

- Goal to develop maintenance technician pipeline to meet employer needs
- Employer partners: TWG, Stenz, Englewood CDC, Partners in Housing, JBNC
- Ivy Tech catered training to diverse employer needs
- Includes important industry certifications
- Includes 40 hour paid internship
- Opportunity to grow within field or move into construction and skilled trades

F. OLD BUSINESS

Chairman Anker called for old business, but there was none.

G. NEW BUSINESS

Chairman Anker called for new business.

Trustee Glick moved for approval of

Resolution 2019-58, Appointment of Campus Board of Trustees

Trustee Brand seconded the motion, and the motion carried unanimously.

Trustee Glick moved for approval of

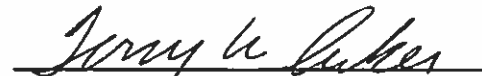
Resolution 2019-59, Resolution on Performance and Compensation Metrics

Trustee Garatoni seconded the motion, and the motion carried unanimously.


ADJOURNMENT

With no further business to come before the Board, Chairman Anker called for a motion to adjourn the meeting. Trustee Emmert O'Dell moved for approval to adjourn the meeting. Trustee Glick seconded the motion and the motion carried unanimously.

**STATE TRUSTEES
IVY TECH COMMUNITY COLLEGE**



Terry W. Anker, Chairman



Andrew Wilson, Secretary

Dated December 6, 2019

Prepared by Gretchen L. Keller, Recording Secretary